

Town of Wilbraham



2014 Town Report

TOWN OF WILBRAHAM



2014 ANNUAL TOWN REPORT

The Annual Town Report is available in a digital format at www.wilbraham-ma.gov or upon request.

Please direct your request to:

The Selectmen's Office
240 Springfield Street
Wilbraham, Ma 01095
(413) 596-2800 ext. 101

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Wilbraham Facts

Settled: 1731
Incorporated: 1763
Population: 14,662
Area: 22 Square Miles
Mileage of Public Ways: 125
County: Hampden County
Bound by: Hampden, Monson, Palmer, Ludlow, Springfield & East Longmeadow
Registered Voters: 10,004
Dwellings: 5523
Taxable Valuation: \$20.44
Moody's Bond Rating: AA2
Form of Government: Open Meeting, Board of Selectmen & Town Administrator
History: Town of Wilbraham was a locale formally known as the *Outward Commons*, which was a part of the City of Springfield.

Area Churches

Christ the King (Lutheran)

758 Main Street; 596-3045

Church of the Epiphany (Episcopal)

20 Highland Avenue; 596-6080

Evangel Assembly of God (Pentecostal)

348 Stony Hill Road; 599-1729

Grace Union Church (Congregational)

10 Chapel Street; 596-4397

New Life Community Church

4 Stony Hill Road; 543-3529

St. Cecilia Church (Catholic)

42 Main Street; 596-4327

Wilbraham United Church (Congregational Methodist)

500 Main Street; 596-2511



Area Medical Facilities

Wilbraham Medical Center-Wing Memorial

2344 Boston Road; 596-3455

Urgent Care of Wilbraham

2040 Boston Road; 242-6615

Wilbraham Riverbend Medical

70 Post Office Park, Ste. 7006
598-7770

Palmer Medical Center

40 Wright Street, Palmer, Ma
284-5400

Wing Memorial Hospital

40 Wright Street, Palmer, MA
284-5285

Mercy Medical Center

233 Carew Street, Springfield, MA
733-2444

Bay State Medical Center

471 Chestnut Street, Springfield, Ma
794-8336

*In 2007, Money Magazine listed
Wilbraham to be one of the
Best Places to Live in the United
States.*

Wilbraham: Social Media & Net

www.wilbraham-ma.gov



Wilbraham 2014 Notables

In Memoriam

Nancy Armstrong
Clerk, Engineering/Water Department
1930-2014

Bryant Carpenter
Lieutenant, Fire Department
1923-2014

Muriel Forsham
Assistant, Accounting Department
Minnechaug Regional High School
1926-2014

Stanley Kret
Custodian, Soule Road School
1930-2014



Commendations & Appreciation

In 2014, the Board of Selectmen was pleased to honor the following residents for their outstanding achievements, or service to the community of Wilbraham.

Richard Butler
Appreciation for the long-lasting and selfless contributions made to the Town of Wilbraham, its government and community, as well as to the region.

JoAnne DeGray
Gratitude for the lasting and selfless contributions made to the Town of Wilbraham, its government and community in the capacity of the Town's Accountant.

Diana Gerberich
Congratulations and distinguished acknowledgement on receiving the Girl Scout's Gold Award and for her numerous and commendable community efforts in the Town of Wilbraham.

Anna Jasmin
Warmest wishes to long time Wilbraham resident, Anna, on her 100th birthday celebration!

James E. Thompson
Deep felt gratitude for the lasting and selfless contributions made to the Town of Wilbraham, its government and community for his numerous years of service as one of the longest serving Selectmen; and solemnly acknowledged to be an exemplary citizen.

Employee Service Recognitions

Ten Years of Service
Melissa Graves, Admin. Asst., Bldg./Conservation Dept.
Dena Grochmal, Engineering Asst., Engineering Dept.
Private Richard Hatch, Firefighter/EMT

Twenty Years of Service
Richard Searles, Heavy Equipment Operator, DPW
Captain Timothy Kane, Jr. Police Depart.
Lisa Bouchard, Admin. Asst., Police Depart.
Lynne Frederick, Assistant Town Treasurer
Captain Robert Zollo, Police Dept.
Dennis Dumais, Heavy Equipment Operator, DPW
Kevin LaPlante, Heavy Equipment Operator, DPW

Retirements

Timothy Rogers, EMT/Firefighter
Russell Mitchell, EMT/Firefighter
Thomas Cortis, Dispatch Supervisor
JoAnne DeGray, Town Accountant
Robert Weitz, Town Administrator

New Employees in 2014

Randy Manseau, Assistant Parks & Recreation Director
Sean Casella, Police Officer
James Hiersche, Van Driver & Custodian, Senior Center
Benjamin Sabbs, Assistant Parks and Recreation Director
Annie Watson, Dispatcher
Jeffrey Hastings, Dispatcher
Ronald Dobosz, Parks & Recreation Foreman
Ann Tousignant, Library Page
Lauren Kovarick, Library Page
Rachel Hapgood, Assistant Children's Librarian

Directors/Department Directory

Director	Department	Phone #
Nancy Johnson, Interim Town Accountant	Accounting	596-2800x108
	Ambulance, Non-emergency business	596-2273
Manuel Silva, Principal Assessor	Assessors	596-2800x209
	Board of Appeals (Zoning)	596-2800x117
Lorri McCool, Health Inspector Lee Giglietti, Public Health Nurse	Board of Health O Health Inspector O Public Health Nurse	596-2800 X101 596-8657
Lance Trevallion, Bldg. Inspector/Zoning Officer Ronald Rauscher, Facilities & Maintenance Supervisor	Building Department O Appointments (Plumbing & Gas) O Inspection Appointments (Electrical) O Facilities & Maintenance	596-2800x204 x228 X229 x120
	Conservation	596-2800x204
Michael Masely, Animal Control Officer	Dog Officer (Animal Control)	599-1253
Edmond W. Miga, Jr., Town Engineer William Sperrazza, Superintendent of Operations	Department of Public Works, Engineering	596-2800x208
Francis W. Nothe, Fire Chief	Fire Department, Non-Emergency Business	596-3122
Herta Dane, Human Resource Coordinator	Human Resources	596-2800x100
Nathan DeLong, IT Director	IT Department	596-2800x115
Karen Demers, Library Director	Library	596-6141
	Parking Department	596-2800x101
Bryan Litz, Parks & Recreation Director	Parks & Recreation Department ♦ Coach Information	596-2816 596-2402
John Pearsall, Planning Director	Planning & Community Development	596-2800x203
Roger Tucker, Police Chief Shirley Rae, Central Dispatch Supervisor	Police Department Non-Emergency Business/Dispatch	596-3837
Anthony Aube, Public Access TV Director	Public Access Television	599-0940
Thomas P. Sullivan, Interim Town Administrator	Selectmen/Town Administrator	596-2800x130
Paula Dubord, Director of Elder Affairs	Senior Center	596-8379
Lynne Frederick, Acting Treasurer/Collector	Tax Collector/Treasurer	596-2800 (x206; x207)
Beverly Litchfield, Town Clerk	Town Clerk	596-2800x200
	Trash Bags & Recycling	596-2800x206
William Sperrazza, Temporary Tree Warden David Graziano, Tree Warden	Tree Warden Services	596-2800x208 413-246-7345
Richard Prochnow, Veterans' Affairs Agent	Veterans Services	596-8657
Michael Framarin, Supt. of Water Dept.	Water & Sewer	596-2826

2014 Appointed Positions/Boards/Committees

250th Anniversary Planning Committee

David Barry	2015
Virginia Barry	2015
Mary Bell	2014
Charles Bennett	2015
Roberta Albano	2015
Patty Diotalevi	2015*
Jean DiRico	2015
Berneice Dixon	2014
Richard Eisold	2014
Dolores Gravel	2014
Thomas Laware, Jr.	2014
Jack Lutrell	2014
Kevin Moriarty	2015*
Pat O'Connor	2015
Wendy O'Rourke	2014
Helene Pickett	2015
Jim Wilkinson	2014
Don Williams	2014
Gary Petzold	2014
Nancy Haryasz	2014
Chuck Higgins	2015
Diane Testa	2015
Steve Dinoia	2014

Acting Treasurer/Collector

Lynne Frederick
(serving until Town Admin. apptd.)

ADA Coordinator

Lance Trevallion 2015

Advisor to the Board of Health

VACANCY

Advisory Board of Health

Loralee Nelson	2015
Thomas G. Magill	2015
Catherine Jurgens	2015
Tim O'Neil	2015
VACANCY	
VACANCY	
Francis Barbaro	2015

Agricultural Commission

Judy VanRaalte	2017
Chrysler Szarlan	2015
Robert Anderson	2017*
Robert Matthews	2017
VACANCY	

Alternate Building Inspector

Paul Tacy 2015

Alternate Burial Agent

Carole Tardif 2015

Alternate Dog Officer

Rosemarie Masley 2015

Alternate Electrical Inspector

Paul Shepardson 2015

Alternate Plumbing & Gas Inspector

Dennis Chaffee 2015

Ambulance Oversight Committee

John Rigney	2016
Thomas Hurley	2015
Heather Mullen	2017
Paula Chevrier	2015
John T. Leibel	2017

Animal Control Officer

Michael Masley 2015

Animal Inspector

Dorsie R. Kovacs, DMV 2015

Assistant Assessor

Manuel D. Silva 2015

Assistant Collector

Janet Costa indefinite

Assistant Director, DPW

Tonya Basch indefinite

Assistant Director, Recreation

Ben Saabs indefinite

Assistant Town Accountant

Nancy Johnson 2015

Assistant Town Clerk

Carole Tardif 2015

Assistant Town Engineer

Tonya Basch indefinite

Assistant Treasurer

Lynne Frederick indefinite

Board of Appeals

Edward E. Kivari, Jr.	2015
H. Clark Abbott	2015
Mark J. Albano	2016

Board of Appeals ASSOCIATE

Betsy Johnsen	2015
Charles A. Pelouze	2017

Board of Fire Commissioners

Gary Petzold	2015
Edward T. Rigney Jr.	2016
Ralph Guyer	2017

Board of Registrars

Thomas W. Mango	2015
Jean M. Dirico	2016
Donna Fountain	2017

Broadband Advisory Committee

Will Caruana	2015*
Nathan DeLong	2015
Anthony Aube	2015
Felix Zayas	2015
Tom Newton	2015
VACANCY	

Building Committee (Fire Station)

Edward T. Rigney Jr	complet.
Robert L. Quintin	complet.
Ronald Rauscher	complet.
Francis Nothe	complet.
Lance Trevallion	complet.
David Bourcier	complet.

Building Feasibility Committee

(Senior Center Feas. Bldg. Subcmte.)

Norma Bandara	2015
Dennis Lopata	2015*
Carolyn Brennan	2015
Nicholas Manolakis	2015
Gina Kahn	2015
M. Trant Campbell	2015
Paula Dubord	2015
Thomas Sullivan*	2015

(Police Station Feas. Bldg. Subcmte.)

Edward Rigney	2015
Kevin Moriarty	2015
Patricia Diotalevi	2015
Paul LaPlante	2015
Roger L. Chapdelaine	2015

2014 Appointed Positions/Boards/Committees

Building Feasibility Cmte. (Cont.)

Roger Fontaine 2015*
Roger Tucker 2015
Lance Trevallion 2015

**Serves on both Subcmtes.*

Building Inspector/Zoning Officer

Lance Trevallion 2017

Burial Agent

Beverly Litchfield 2015

By-Law Study Committee

(Re-established in 2014)

VACANCY
VACANCY
VACANCY
VACANCY
VACANCY
Beverly Litchfield (ex-officio) indef.

Cable TV Advisory Committee

VACANCY
Daniel F. Cochran 2016
Daniel Kelley 2016
George Reich 2016
VACANCY 2016
Thomas G. Magill 2016
VACANCY 2013

Capital Planning Committee

Nicholas P. Manolakis 2016*
Michael A. Mazzuca 2015
VACANCY
John Guzzo 2015
Paul Kukulka 2017

Cell Attendant

Brian M. Kibbe 2015
Matthew C. Lapre 2015

Cell Attendant-Matron

Katherine M. Gomes 2015
Mary Bready 2015

Chief Procurement Officer

Candace O. Gaumond 2015

Commission on Disability

Earl Way 2016
Edward E. White 2016*
Barbara Harrington 2015
VACANCY 2012
M. Ben Hogan 2017
R. Steven Fratoni 2015
Margarita Dennis-Wurm 2016
Diane DaSilva 2017
VACANCY

Community Preservation Committee

Michelle Emirzian 2015
Brian Fitzgerald 2016
Stanley J. Soja 2017
Patrick O. Kiernan 2015
Daniele Desmarais 2016
Dave Proto 2015
Jeffrey Smith 2016
Peter Manolakis 2017*
Stoughton L. Smead 2017

Conservation Commission

Robert McMaster 2017
Stoughton L. Smead 2016
George Reich 2015
Paul Ekness 2015
Christopher J. Brown 2016*
Thomas R. Reavey 2015
James Roberts 2017

Constable

Edward Lennon 2015
David J. Goodrich, Sr. 2015

Council on Aging

M. Trant Campbell 2015*
Marie Valentine 2017
Diane Weston 2016
Robert Page 2015
Theresa Munn 2017
Ellen O'Brien 2017
Giles Turcotte 2016

Pastoral Advisor to the Council on Aging

Rev. Panteleimon Klostri 2015

Deputy Sealer Weights and Measures

VACANCY

Dir. of Public Works/Town Engineer

Edmond W. Miga Jr. 2015

Director of Elder Affairs

Paula Dubord 2015

Director, Central Dispatch

Shirley Rae indefinite

Director, Highway Division DPW

William Sperrazza indefinite

Director, Information Technology Dept.

Nathan DeLong indefinite

Director, Wilbraham Public Library

Karen Demers indefinite

Director, Planning Department

John Pearsall indefinite

Director, Public Access TV

Anthony Aube indefinite

Director, Recreation Department

Bryan Litz 2016

Director, Water Division DPW

Michael Framarin indefinite

Electrical Inspector

Edward E. White 2015

Emergency Management Director

Francis W. Nothe 2015

Facilities & Grounds Maint. Super.

Ron Rauscher indefinite

Fair Housing Committee

James Barrett

VACANCY

VACANCY

2014 Appointed Positions/Boards/Committees

Finance Committee

Colette Vogel	2015
Nancy Piccin	2016
Walter Damon	2017
William R. Caruana	2017
Nicholas P. Manolakis	2015
Daniel Miles	2016*
John Guzzo	2015
Anthony J. Scibelli	2016
Michael Mannix	2017

Fence Viewer

Francis C. Barbaro	2015
David Sanders	2015

Fire Chief

Francis W. Nothe	2017
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Forest Warden

Francis W. Nothe	2015
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Health Inspector

Lorri McCool	2015
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Historical Commission

Timothy Symington	2017
Patrick O. Kiernan	2016
Carol M. Albano	2016
Arthur Wolf	2015
VACANCY	2015
Walter Clark	2017*
Roberta Albano	2017
Robert Kelliher	resigned
Lucy Pelland	resigned
Martha Damon	resigned

HWRSD Middle School Taskforce

Susan C. Bunnell	complet.
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Insurance Advisory Board

Mark Paradis	indefinite
JoAnne DeGray	indefinite
Paul Maguire	indefinite
Dan Corliss	indefinite
Melissa Graves	indefinite
John Kirchof	indefinite
Lynne Frederick	indefinite

Interim Town Accountant

Nancy Johnson	2015
<i>(serving until Town Acct. apptd.)</i>	

Interim Town Administrator

Thomas P. Sullivan	
<i>(serving until Town Admin. apptd.)</i>	

Local Com. Mitigation Advis. Cmte.

John Pearsall	2015
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Local Emergency Planning Committee

Stoughton L. Smead	2015
David R. Pasquini	2015
Robert A. Rucszek	2015
Ralph Guyer	2015
Edmond J. Miga	2015
VACANCY-fire	
VACANCY-police	
Anthony Aube	2015
VACANCY-Seniors	
Robert A. Weitz	2015
Terry Nelson	2015
Lorri McCool	2015
Ed Cenedella	2015
Fran Nothe	2015
Roger W. Tucker	2015
Robert J. Boilard	2015
VACANCY	

MRHS Building Committee

Susan C. Bunnell	2015
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On-Call Dispatcher

David Squires	2015
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On-Call Firefighter/EMT

VACANCY	
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Open Space and Recreation Cmte.

Catherine Callaghan	2015
Walter H. Damon	2015
Margaret E. Connell	2016
Joseph Calabrese	2016*
Jonathan "Jay" Taylor	2015*
Steve Lawson	2017
Edna Colcord	2015
Charles Phillips	2016
Brian Fitzgerald	2015
Judith Theocles	2017
Tracey Plantier	2017
Murray Watnick	2016

Parking Clerk

Candace O. Gaumond	2015
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Personnel Board

Mark Manolakis	2015
Camie Lamica	2017
Joseph Kelly	2017
Paul D. Lemieux	2016
VACANCY	

Pest Control Officer

David Graziano	2015
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Planning Board Associate

James E. (Jay) Moore, Jr.	2017
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Playground & Recreation Commission

Clifford "CW" Zimmer	2015
Stanley J. Soja	2017
Marian E. Poe-Heineman	2016
William Scatolini	2016
Patricia Silk	2015
Aaron Tillberry	2017
Jonathan Stogner	2017

Plumbing and Gas Inspector

Bernard Sears	2015
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Police Chief

Roger W. Tucker	2015
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Pre-disaster Mitigation Plan Cmte.

Fran Nothe	indefinite
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Public Access TV Committee

VACANCY	
Roy L. Scott	2015
VACANCY	
Dolores Gravel	2015
Sandra Belcastro	2015
Mary Ripley	2015
Edward J. Chapman	2015
Janet Vitkus	2015
VACANCY	

PVPC Alternate Commissioner

David Sanders	2015
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2014 Appointed Positions/Boards/Committees

VPVC Commissioner

Tracey Plantier 2015

VPVC Joint Transportation Board

Tonya Basch 2015

PVTA Advisory Board

Paula Dubord indef.

Rep to Springfield Senior Serv

Peter Schmidt indef.

Scantic Valley Health Trust

Robert A. Weitz 2015

Thomas Sullivan 2015

Sealer of Weights and Measures

Gary Petzold 2015

Senior Center Building Needs Committee

Roger Fontaine complet.

Bill Garvey complet.

Norma Banderra complet.

Betsy Johnsen complet.

Wayne Phaneuf complet.

Charles Bennett complet.

Joseph Soranno complet.

Daniel Fitzgerald complet.

Trant Campbell complet.

Dennis Lopata complet.

Paula Dubord complet.

Sewer Advisory Board

VACANCY

VACANCY

Joseph R. Kakley 2015

VACANCY

Frank Pychewicz 2017

Solid Waste Advisory Committee

Kevin Dorsey 2015

Russell Garrison 2014

VACANCY

VACANCY

Stormwater Committee

VACANCY

John Pearsall 2015

Lance Trevallion 2015

Dena Grochmal 2015

William Sperrazza 2015

Tonya Basch 2015

Tax Title Custodian

Thomas Sullivan 2015

Town Administrator

Robert A. Weitz Oct. 2014

VACANCY

Town Archivist

Timothy Symington indefinite

Town Administrator Search Committee

Patrick Brady complet.*

Roger Tucker complet.

Tonya Basch complet.

Daniel Miles complet.

Beverly Litchfield complet.

Herta Dane complet.

Marc Ducey complet.

Candace O. Gaumond complet.

Thomas Sullivan complet.

Town Counsel

Michael T. Hassett 2015

Traffic Safety Team

Edmond J. Miga indefinite

Roger W. Tucker indefinite

Robert J. Boilard indefinite

William Sperrazza indefinite

John Pearsall indefinite

Robert A. Weitz indefinite

Tonya Basch indefinite

Treasurer/Collector

Thomas P. Sullivan indefinite

Veterans' Agent

Richard Prochnow 2015

Veterans' Graves Officer

William H. Garvey 2016

Vision Action Team

Tracey Plantier 2014*

Christopher Novelli 2014

James Shea 2014

Colette Vogel 2014

Wilbraham Cultural Council

VACANCY

Mary Manning 2017

Susan Adams 2016

Martha Damon 2017

Janet Vitkus 2017

Janet Wise 2017

Jean Stone 2016

Margaret F. Kelliher 2015*

Wilbraham Nature & Cultural Council

Susan C. Bunnell 2015

(Selectmen Representative on Council)

WPL Renovations Implementation Cmte.

Corinne Sawyer 2020

Holly Murray 2020

Paul Huijing 2020

Ronald Rauscher 2020

James Jurgens 2020

Raymond Burk 2020

Karen Demers 2020

**Denotes Chairman*

Elected Officials 2014

(Denotes Chair)

SELECTMEN & BOARD OF HEALTH

Robert J. Boilard (R)	2016
Susan C. Bunnell (U)	2017
Robert W. Russell(R)	2015*

TOWN CLERK

Beverly J. Litchfield (D)	2015
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MODERATOR

George L. Reich (R)	2015
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ASSESSORS

John M. Wesolowski (R)	2017*
Roger J Roberge II (R)	2016
Lawrence G. LaBarbera (R)	2015

REGIONAL SCHOOL COMMITTEE

Peter Salerno (R)	2017
Patricia Gordon (U)	2017
Marc E. Ducey (R)	2015*
Michelle P. Emirzian (R)	2015
Michael A. Mazzuca (R)	2016

TREE WARDEN

David A. Graziano (R)	2015
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CEMETERY COMMISSIONERS

Donald Bourcier (R)	2015*
Wilfred R. Renaud, Jr. (D)	2017
Paul Zimakas (R)	2016

WATER COMMISSIONERS

James B. Dunbar (R)	2015*
Mary E. McCarthy (R)	2016
Thomas Pilarcik (U)	2017

LIBRARY TRUSTEES

Raymond Burk (R)	2015
Jean M. Canosa-Albano (D)	2015
Linda F. Moriarty(R)	2017
Sarah Lloyd (R)	2016
James S. Jurgens (R)	2016*
Gloria Russell (D)	2017

PLANNING BOARD

David A. Sanders (R)	2017
Jeffrey A. Smith (U)	2018
Adam Basch (U)	2019
Richard E. Butler (R)	2015 resigned*
Frederic W. Fuller III(R)	2016 resigned*
Charles Pelouze	2016 apptd.
Tracey Plantier	2015 apptd.

WILBRAHAM HOUSING AUTHORITY

Angel L. Reyes (U)	2018 State Appt.
Peter N. Manolakis (R)	2015*
Anne Turcotte (D)	2018
Judy L. Cezeaux (R)	2016
Jason A. Burkins (D)	2017

Attested: Beverly J. Litchfield, MMC, CMMC
Town Clerk



Did you know?

**Wilbraham Public Access has
Videos on Demand! You can watch
Wilbraham events & Committee/Board meetings at
<http://www.wilbraham-ma.gov/vod>**

2014 Political Town Committees

Democratic Town Committee

Todd Luzi, Chairman
Giles Turcotte, Secretary
Dana Lee Luzi, Treasurer
Beverly Litchfield
Anne Turcotte
Joseph C. Falzone
Mark F. Jones
Lisa A. Jones
Madeline Q. Flanagan
James E. Thompson
Gale D. Candaras
Arthur D. Wolf
Thomas W. Mango
David W. Barry
Virginia F. Barry
Daniel J. Driscoll

Jean Canosa Albano
Daniel Fernandes
Michael Rustin
Carole Tardiff
Edward E. Kivari, Jr.
Patricia Nordstrom

Lifetime Members

John Fitzgerald
Barbara Kirby
Joseph Matthews
Kevin Moriarty

Republican Town Committee

David Sanders, Chairman
D. John McCarthy, Treasurer
Michael Dane, Secretary
Robert Boilard
Barbara Bourcier
Donald Bourcier
Richard Howell
James Jurgens
Lawrence LaBarbera
Catherine Labine
Richard Labine
Peter Manolakis
Michael Mazzuca
Mary McCarthy
Debbie Reavey
Tom Reavey
George Reich

Jolene Guzzo
Robert Russell
Peter Salerno
Elizabeth Sallade
Frederick Sallade
Constance Sattler
Roy Scott
Janet Shea
Anthony Vecchio
John Wesolowski

Associate Members

Peter Ablondi
Eileen Deane
Marc Ducey

Federal & State Delegation

U.S. SENATOR

Elizabeth Warren (D)
2400 John F. Kennedy Bldg.
15 New Sudbury St.
Boston, Ma 02203
1-617-565-3170

317 Hart Senate Office Bldg.
Washington, D. C. 20510
1-202-224-4543

1550 Main St., Ste. 406
Springfield, Ma 01103
Phone: 413-788-2690

U.S. SENATOR

Edward J. Markey (D)
975 JFK Federal Bldg.
15 New Sudbury St.
Boston, MA 02203
Phone: 1-617-565-8519

218 Senate Russell Office Bldg.
Washington, D. C. 20510
Phone: 1-202-224-2742

1500 Main St., 4th Flr.
Springfield, MA 01101
Phone: 1-413-785-4610

U.S. REPRESENTATIVE

2nd Congressional District
Richard E. Neal (D)
300 State Street, Suite 200
Springfield, Ma 01105
413-785-0325

341 Cannon House Office Bldg.
Washington, D. C. 20515
1-202-225-5601

GOVERNOR

Charlie Baker (R)
State House, Room 280
Boston, Ma 02133
1-888-870-7770
1-617-725-4005
Spfld: 413-784-1200
Washington: 1-202-628-7713
goffice@state.ma.us

SEC. OF STATE

William Francis Galvin
1 Ashburton Pl., Rm. 1611
Boston, Ma 02108
1-617-727-7030
cis@sec.state.ma.us

Western District Office
436 Dwight St., Rm. 102
Springfield, Ma 01103
413-784-1376

ATTORNEY GENERAL

Maura Healey
1 Ashburton Place
Boston, Ma 02108
1-617-722-2200

STATE TREASURER

Deborah B. Goldberg
State House, Room 227
Boston, Ma 02133
1-617-367-6900

STATE AUDITOR

Suzanne Bump
State House, Room 230
Boston, MA 02133
1-617-727-2075

Chicopee Regional Office
521 East Street
Chicopee, Ma 01020
413-784-1169

STATE SENATOR

1st Hampden/Hampshire District

Eric P. Lesser (D)
State House, Room 309
Boston, Ma 02133
1-617-722-1291
eric.lesser@masenate.gov

STATE REPRESENTATIVE

12th Hampden District

Angelo J. Puppola, Jr. (D)
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Administration

Town Moderator

A Citizens Guide to Wilbraham Town Meeting - 2014

Description:

Wilbraham has an Open Town Meeting form of government. This form of government is the purest form of direct democracy. Town Meeting is considered a legislative body. During the meeting, each voter is a legislator. At the Meeting, voters will be asked to approve Town budgets; capital expenditures, zoning changes, Town Bylaw changes, compensation for employees and elected officials, Town acquisition or disposition of land and more. "Open" Town Meeting means that all Wilbraham registered voters are eligible to participate and vote.

Each year, Wilbraham must conduct an Annual Town Meeting. Town Bylaws require that this Meeting be called by the Selectman during the timeframe of April through June. Recent tradition has been to schedule the Meeting the Monday prior to Town Elections, which are held on the third Saturday of May.

The Selectmen may call a Special Town Meeting at any time. Special Town Meetings are called as needed.

All Town Meetings are televised and rebroadcast, at various times, by the Wilbraham Public Access channel.

The Warrant—The Warrant is basically the agenda for Town Meeting. It contains a number of Articles which set the framework for Motions that will be made at Town Meeting. The Articles themselves are not necessarily the motions that will be made at Town Meeting. The Board of Selectmen are responsible for: determining the appropriate Articles and preparing the Warrant; obtaining Legal opinion on the validity of proposed Articles; gathering input from Town staff and boards; and distribution of the Warrant.

Any ten voters have the right to petition the Board of Selectmen to put an Article on the Annual Town Meeting Warrant. This number increases to one hundred

(100) for inclusion in a Special Town Meeting; and two hundred (200) to petition the Board to call a Special Town Meeting. For Annual Town Meeting, the deadline for submitting citizen's petitions for a Warrant Article is February 1 for Articles which have a monetary impact; and approximately March 1st for Articles with no monetary impact. Citizen petitioners should contact the Selectmen or Town Administrator as early as possible for guidance. The Selectmen retain the right to reject any Citizen's Petition Article which might not be legally appropriate.

Town Meeting "Cast"

Registered Wilbraham Voters – Each voter is a legislator at Town Meeting. They are full participants in budgeting, allocating funds and law making. Upon checking in to the Meeting, voters will be given a voting card, which they will hold up, (either for or against a motion,) when the vote is called by the Moderator. Non-voters may attend the Meeting but may not vote; and may address the Meeting only with permission, (traditionally this permission is presumed for Town Staff.)

Town Moderator – The Town Moderator is elected for a three (3) year term during Town Elections. The Moderator presides over Town Meeting and is responsible for its conduct consistent with Town Bylaws, Massachusetts General Laws and the parliamentary procedures defined in, *Town Meeting Time*, (a handbook of parliamentary law published by the Massachusetts Moderators Association.) Massachusetts General Laws grant The Moderator broad authority to accept parliamentary motions, regulate debate and rule speakers in or out of order. A primary role of the moderator is to insure that motions (or amendments to motions) remain within the scope of the Article published in The Warrant.

Board of Selectmen – As noted above, the Selectmen prepare the Warrant. Traditionally, they present the motions associated with most Articles (generally Zoning Article motions are made by the Planning Board and Citizen Petition Article motions are made by the petitioners). However, any voter may make the motion for an Article. The Selectmen may present recommendations or explanations of Articles.

Town Clerk – The Town Clerk is an elected official responsible for maintaining Town records. During Town Meeting, the Town Clerk is responsible for checking in voters; and recording votes and actions taken at Town Meeting. If the elected Moderator is not present at the start of the Meeting, the Town Clerk will conduct the Meeting until the Town Meeting voters elect a temporary Moderator.

Finance Committee - The Finance Committee is appointed by the Board of Selectmen. They have the authority to make recommendations on all Warrant Articles. They are deeply involved with the budgeting process and make a detailed explanation of the proposed budget to Town Meeting. Their budget recommendation is included in The Warrant. While the Finance Committee is charged with making recommendations on all Articles, traditionally they have referred recommendations on Zoning Articles to the Planning Board.

Town Counsel – Town Counsel attends Town Meeting to provide legal opinions on proposed actions being considered. The Moderator may consult with Counsel prior to issuing a ruling, if the Moderator is in doubt about the legality of that ruling.

Boards, Committees and Staff – Depending on the Article, Town Boards, Committees or Staff may be called on to make presentations or provide explanations on various Articles.

Town Meeting Procedures

The Town Moderator is the elected official who is responsible for conducting Town

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Meeting. The Moderator's authority and duties are defined in Massachusetts General Laws – primarily Part I, Title VII, Chapter 39; and the Town of Wilbraham Bylaws. Furthermore, the Town Bylaws specifically state that “in all matters not specifically provided for in law or by the By-laws of the Town of Wilbraham, the Moderator shall be guided by the principles and rules of practice contained in the work entitled, *Town Meeting Time, A Handbook of Parliamentary Law...*” This book is published by the Massachusetts Moderators Association and is used by most Town Moderators in Massachusetts.

The quorum for a Town Meeting in Wilbraham is fifty (50) voters. The Town Clerk will inform the Moderator once a quorum is present. The Meeting will be called to order and after opening procedures have been completed, the Warrant Articles will be taken up. Articles will be taken up in the order prescribed by the Warrant. Generally, only Consent Agenda Items (description follows) or inter-dependent Articles will be taken out of order.

As mentioned earlier, the Article itself is not the Motion. However, the Motion associated with an Article must be within the scope of that Article as presented in the Warrant. A “reasonable” voter who has read the Article should not be surprised by the content of the Motion. Motions that expand upon the Article or materially change it will be ruled out of order by the Moderator. Any voter may make a Motion related to the Article being taken up. However, traditionally, the Selectmen have made most motions. Once there is a Motion and a second, the proponents of the Article may make a presentation to Town Meeting. These proponents may be Town Officials (elected, appointed or staff) or individual voters (especially for a Citizen's Petition Article.) In order to provide a balanced Meeting, the Moderator will permit opponents to make formal (projector) presentations, as well. However, the Moderator expects to be notified of both pro and con presentations, and to approve their content and duration, in advance. After the presentations, Town Voters may question or argue in support or opposition to the Motion. Any voter wishing to speak, should line up at one of the microphones in the aisles. Once they are recognized by the Moderator, they should state their name and address. Town

Employees need not provide their address, but they should let Town Meeting know whether or not they are a Wilbraham voter. Speakers and presenters are encouraged to be brief, to the point and to avoid repetition. Debate is encouraged; but personal attacks are not. Please argue the content of the Motion, not the merits of those presenting their view points. As long as there are voters lining up to speak, Wilbraham By-laws do not allow the Moderator to cut off debate until five (5) voters have spoken on both sides of the issue. If there are less than five (5) voters speaking for one side, debate may be cut off after the five (5) voters have spoken on the other side.

The Consent Agenda is a series of Articles which are voted in a single Motion and Vote. The Selectmen, with input from the Moderator, Town Counsel and the Finance Committee identify Articles which they feel will generate no controversy or debate. These often tend to be “housekeeping” type Articles. After the Consent Agenda Motions are read, the Moderator will announce the Article Numbers which are included. If any voter wishes to discuss an Article, he or she should shout “hold” as the Article number is announced by the Moderator. This Article will be removed from the Consent Agenda and moved and discussed in its normal position in the Warrant.

Any voter may offer an amendment to an Article (except CPA articles which may not be amended.) However, like the main motion, the amendment must not go beyond the scope of Article that was published in the Warrant. A voter may also offer one amendment to an amendment. An amendment requires a simple majority vote to pass, regardless of the quantum of vote required for the original motion. If the amendment passes, the original motion is replaced by the amended motion. The vote is then held on this amended motion and the required quantum of vote returns to that of the original motion.

Town Meeting voting is generally done by voters holding up their voting card. When voters check in, their voter registration will be confirmed. Then they will be given a colored card which they will hold up when asked for their vote. Different types of Motions require different quanta of vote to pass. Most Motions require a simple majority (the Motion would fail if the vote were tied.) A lesser number require a two-thirds (2/3) vote (Zoning Articles are the

most common in this group.) Finally, there are rare occasions when the requirement may be four-fifths (4/5) or nine-tenths (9/10) vote to pass. For votes that require a simple majority or two-thirds, the Moderator may declare the results based observation. If any seven (7) voters stand to challenge the Moderators declaration of vote, a count will be made by the election tellers. For those Articles that require a four-fifths or nine-tenths majority, a count must be taken unless the vote is unanimous. If a count is taken, there is no provision for Meeting members to request a re-count.

As a registered voter, the Moderator is entitled to vote. However, the Moderator will only vote if a count has been taken, and the Moderators vote affect the result.

A motion for Reconsideration of a previous Article will only be allowed if the person making the motion cites specific new information that has come to light since the original vote; and that person voted with the prevailing side. For example, a subsequent Article may have had an impact on a prior Article and now someone who voted with the majority has changed their mind. Reconsideration is not to be used as a parliamentary mechanism for a recount because the voter makeup of the Meeting may have changed since the original vote on the Article.

Adjournment

Town Meeting shall not be adjourned until all Warrant Articles have been dealt with. It may be continued to a specific date.

George Reich, Town Moderator

“We were all friends and neighbors before this meeting; after this meeting we will still be neighbors; hopefully, we will still be friends.” - Reginald Brown, Boxborough Town Moderator 1977 -2005.

Town Clerk

ANNUAL TOWN MEETING MAY 12, 2014

Attendance

Precinct A: 80
Precinct B: 82
Precinct C: 82
Precinct D: 82
Total -- 326

In accordance with the Warrant, as posted, the inhabitants of the Town of Wilbraham, qualified to vote in Town affairs, met in Minnechaug Regional High School on Monday, May 12, 2014. At 7:00PM Moderator, George Reich noted a quorum was present and called the meeting to order. The Moderator welcomed all and commenced with a brief history lesson. He went on to describe the process for the evening, thanked Selectman Jim Thompson for his 17 years of service to the community and Town Administrator Bob Weitz who would be retiring in the fall. Moderator Reich then recognized Senator Gale Candaras who was in the audience.

As printed in the town report, the names of those recently deceased during the past year were read and a moment of silence was held in their honor.

The Pledge of Allegiance was then recited followed by Town Clerk Beverly J. Litchfield reading the call of the meeting.

Moderator Reich explained the process to be followed concerning the "Consent Agenda" articles. Articles listed on the Consent Agenda are considered to be routine and will be acted on using an expedited procedure. Questions or concerns from the floor regarding any Consent Agenda article will result in that article's removal from the Consent Agenda for action under regular procedures.

The articles included in the consent agenda were then read, one at a time. The Consent Articles were 1, 2, 10, 12, 15, 38, 39, 40, 41, 42, 43, and 44. Each article had the Finance Committee's recommendation, passed by unanimous vote, are listed separately in these minutes and marked with an asterisk

(*).

***ARTICLE 1.** Choosing Miscellaneous Officials: Finance Committee Recommends. Passing by unanimous vote that the following persons be elected to the indicated offices for the ensuing year: Poundkeeper, Michael H. Masley; Surveyor of Lumber, Edward P. Lindsay; Measurer of Wood and Charcoal, Gary Petzold; Field Driver, John J. Garvey.

***ARTICLE 2.** Hearing Reports: Finance Committee Recommends. Passing by unanimous vote that the town accept the reports of all officers and committees as printed in the Annual Town Report.

ARTICLE 3. Funding Transfers FY 2014: Finance Committee Recommends. Pursuant to Section 33B of Chapter 44 of the General Laws, passing by unanimous vote to transfer the sum of \$229,075 from previously appropriated but unexpended funds in the following FY'2014 budgets:

#122 Selectmen-Salaries	\$100,000
#193 General Insurance-Expense	\$33,000
#194 Group Insurance-Expense	\$55,000
#620 Parks & Recreation-Salaries	\$5,075
#702 Interest on Temporary Loans	
Expense	\$36,000

and to place such funds in the following amounts in the following FY'2014 budgets:

#210 Police-Salaries	\$25,000
#220 Fire-Salaries	\$35,000
#240 Central Dispatch-Salaries	\$10,000
#420 Highway-Salaries	\$40,000
#420 Highway-Expense	\$114,000
#620 Parks & Recreation-Expense	\$5,075

ARTICLE 4. Ambulance Fund Transfer: Finance Committee Recommends. Passing by unanimous vote to appropriate \$20,000 from Receipts reserved for Appropriation for Ambulance to the FY'2014 Ambulance Budget to cover overtime.

ARTICLE 5. Parliamentary Procedures: Finance Committee Recommends. Passing by unanimous vote that the Town adopt special parliamentary procedures for the purpose of implementing the provisions of Chapter 580 of the Acts of 1980 (Proposition 2½), as amended, and as set forth in a document entitled "Article 5, Exhibit A," on file with the Town Clerk.

ARTICLE 6. Compensation for Elected

Town Officials: Finance Committee Recommends. Passing by unanimous vote to fix the compensation for elected Town Officers for fiscal year July 1, 2014 to June 30, 2015, as follows: Assessors, \$3,255 per year, chairman, \$3,593 per year; Town Clerk, \$78,303 per year (all fees revert to the Town treasury); Moderator, \$200 Annual Town Meeting, \$50 Special Town Meeting; Selectmen, \$4,712 per year, chairman \$5,497 per year; Tree Warden, \$9,720 per year; Water Commissioners, \$150 per year; Cemetery Commissioners, no salary; Library Trustees, no salary; Planning Board Members, no salary; Poundkeeper, Field Drivers, Weighers of Grain, Surveyors of Lumber, Measurers of Wood and Charcoal; all other Town officers elected other than by official ballot, fees only, fixed by General Laws.

ARTICLE 7. Budget Appropriations: Finance Committee Recommends. Passing by a majority vote to accept the report of the Finance Committee and to raise and appropriate \$36,626,222 and transfer \$26,000 from offset receipts (for Dog Officer Expenses) to cover the necessary capital expenditures and operating expenses of the Town for Fiscal Year 2015 (July 1, 2014 to June 30, 2015) per appropriations listed separately in the Town Meeting Workbook and incorporated herein by reference, with the exception of those budgets and expenditures which will be voted on separately in subsequent Articles.

ARTICLE 8. Water Enterprise Fund Budget: Finance Committee Recommends. Passing by unanimous vote that the following sums be appropriated for the Water Enterprise Fund: Salaries, \$395,508; Expenses, \$1,413,812, and that \$1,809,320 be raised as follows: \$1,771,259 from Water Department receipts and \$38,061 from retained earnings.

ARTICLE 9. Water Enterprise Retained Earnings: Finance Committee Recommends. Passing by unanimous vote to appropriate \$50,000 from available funds in the Water Enterprise Fund retained earnings account to fund a Water Meter Replacement Project.

***ARTICLE 10.** Water Enterprise Fund Reserve Fund: Finance Committee Recommends. Passing by unanimous vote

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that the Town appropriate from water receipts the sum of \$50,000 for a Fiscal Year 2015 Reserve Fund.

ARTICLE 11. Wastewater Enterprise Fund Budget: Finance Committee Recommends passing by unanimous vote that the following sums be appropriated for the Wastewater Enterprise Fund: Salaries, \$195,624; Expenses, \$989,715, and that \$1,185,339 be raised as follows: \$1,146,543 from Wastewater Department receipts and \$38,796 from retained earnings.

***ARTICLE 12.** Wastewater Enterprise Fund Reserve Fund: Finance Committee Recommends. Passing by unanimous vote that the Town appropriate from wastewater receipts the sum of \$5,000 for a Fiscal Year 2015 Reserve Fund.

ARTICLE 13. Wastewater Enterprise Retained Earnings: Finance Committee Recommends. Passing by unanimous vote to appropriate \$528,300 from available funds in the Wastewater Enterprise Fund retained earnings account to fund Pump Station Improvements, replace the Wastewater Department's existing 1987 Jet-Vac truck, and for future debt payments.

ARTICLE 14. Solid Waste Enterprise Fund Budget: Passing by unanimous vote that the following sums be appropriated for the Solid Waste Enterprise Fund: Salaries, \$132,366; Expenses, \$208,569, and that \$340,935 be raised as follows: \$306,569 from Solid Waste Enterprise Fund receipts and \$34,366 from retained earnings.

***ARTICLE 15.** Solid Waste Enterprise Fund Reserve Fund: Finance Committee Recommends. Passing by unanimous vote that the Town appropriates from Solid Waste Enterprise Fund receipts the sum of \$4,000 for a Fiscal Year 2015 Reserve Fund.

ARTICLE 16. Receipts Reserved for Appropriation for Ambulance: Finance Committee Recommends. Passing by unanimous vote to appropriate \$602,056 from Receipts Reserved for Appropriation for Ambulance to Ambulance personal services, operating and capital costs, pursuant to Section 5 of Chapter 40 of the General Laws.

ARTICLE 17. Appropriations for

Purchase of an Ambulance Vehicle: Finance Committee Recommends. Passing by unanimous vote to appropriate \$50,000 from Receipts Reserved for Appropriation for Ambulance and \$134,403 from the depreciation account for vehicle and equipment replacement for the purchase of a new ambulance.

ARTICLE 18. Receipts Reserved for Appropriation for Cemeteries: Finance Committee Recommends. Passing by unanimous vote to appropriate \$20,000 from Receipts Reserved for Appropriation for Cemeteries to Cemetery operating costs, pursuant to Section 5 of Chapter 40 and Section 16 of Chapter 114 of the General Laws.

ARTICLE 19. Reserve Fund: Finance Committee Recommends. Passing by unanimous vote to transfer \$75,000 from Overlay Surplus and raise and appropriate \$175,000 for a Fiscal Year 2015 Reserve Fund.

ARTICLE 20. Special Appropriation for Road Repaving and Preservation: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate \$150,000 to repave, resurface and/or crack seal public ways.

ARTICLE 21. Police Station Feasibility Study: Finance Committee Recommends. Passing by a majority vote to raise and appropriate \$23,000 to perform a Police Station Feasibility Study.

ARTICLE 22. Senior Center Feasibility Study: Finance Committee Recommends. Passing by a majority vote to raise and appropriate \$35,000 to perform a Senior Center Feasibility Study.

ARTICLE 23. Public Safety Communication System Upgrade: Finance Committee Recommends. Passing by unanimous vote to transfer \$278,000 from free cash to be used to upgrade the multi-site two-way Public Safety radio system.

ARTICLE 24. Other Post Employment Benefits Liability Trust Fund: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate \$150,000 to be placed into the Other Post Employment Benefits Liability Trust Fund, established under the provisions Massachusetts General Laws Chapter 32B, Section 20.

ARTICLE 25. Municipal Building

Insurance Fund: Finance Committee Recommends. Passing by unanimous vote to raise and appropriate \$1,000 for the Municipal Building Insurance Fund.

ARTICLE 26. Stabilization Fund: finance Committee Recommends. Passing by a majority vote to raise and appropriate \$200,000 to be added to the Stabilization Fund, and to transfer \$750,000 from free cash to be added to the Capital Stabilization Fund, both in accordance with Section 5B of Chapter 40 of the Massachusetts General Law.

ARTICLE 27. Community Preservation Program Budget: Finance Committee Recommends. Passing by a majority vote to appropriate \$1,500 from the Community Preservation Fund for administrative costs of the Community Preservation Committee.

ARTICLE 28. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$900 from the Community Preservation Open Space Fund for a Community Preservation Project to rebuild the Bird House at Sevey Park.

ARTICLE 29. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$7,000 from the Community Preservation Non-Committed Fund for a Community Preservation Project to purchase Waterproof Wheelchairs and Accessible Beach Mats at Spec Pond.

ARTICLE 30. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$19,047 from the Community Preservation Historic Preservation Fund and \$190,753 from the Community Preservation Non-Committed Fund for a Community Preservation Project for renovations and improvements to the Red Barn at Fountain Park.

ARTICLE 31. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$8,875 from the Community Preservation Historic Preservation Fund for a Community Preservation Project for the preservation of town record books in the custody of the Town Clerk.

ARTICLE 32. Community Preservation Program Project: Finance Committee

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Recommends. Passing by a majority vote to transfer \$1,285 from the Community Preservation Historic Preservation Fund for a Community Preservation Project to provide funding for the publication of an Adams Cemetery Walking Tour booklet.

ARTICLE 33. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$4,750 from the Community Preservation Historic Preservation Fund for a Community Preservation Project to provide funding for the Cemetery Commission to make repairs and improvements to the roadways in the East Wilbraham Cemetery.

ARTICLE 34. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$25,500 from the Community Preservation Historic Preservation Fund for a Community Preservation Project to make renovations to the Little Red School House.

ARTICLE 35. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$7,000 from the Community Preservation Open Space Fund for a Community Preservation Project to implement a CPA funded Forest Management Plan prepared for the Thayer Brook Property in 2008.

ARTICLE 36. Community Preservation Program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$115,000 from the Community Preservation Open Space Fund for a Community Preservation Project to perform restoration work at Bruer Pond/Sevey Park.

ARTICLE 37. Community Preservation program Project: Finance Committee Recommends. Passing by a majority vote to transfer \$670 from the Community Preservation Open Space Fund for a Community Preservation Project to construct a kiosk at Twelve Mile Brook Trail and to provide signage improvements at Twelve Mile Brook Trail, Thayer Brook Trail and Crane Hill Trail.

***ARTICLE 38.** Community Gardens Revolving Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town reauthorizes a

revolving fund in accordance with Section 53 E½ of Chapter 44 of the General Laws in order to place revenue collected from community garden lot rental fees and donations, which shall be used to purchase goods, tools, and services, including water resources, for the use of the gardeners enrolled in the program, and transfer the balance from the FY 2014 revolving fund to the FY 2015 revolving fund. Expenditures authorized by the Conservation Commission, not exceeding a total of \$6,000 in FY 2015. The balance in the revolving account shall not exceed \$6,000.

***ARTICLE 39.** Authorization to Dispose of Surplus Equipment: Finance Committee Recommends. Passing by a unanimous vote the Town authorizes the Board of Selectmen on behalf of the Town to sell, transfer, or otherwise dispose of damaged, obsolete, or unneeded tangible personal property or equipment owned by the Town.

***ARTICLE 40.** Grants Authorization: Finance Committee Recommends. Passing by a unanimous vote that the Town authorizes the Board of Selectmen to apply for and accept federal or state grants or monies as may be available and to authorize the expenditure of any such grants or funds received there from in accordance with the terms of said grants.

***ARTICLE 41.** Council on Aging Revolving Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town reauthorizes a revolving fund in accordance with Section 53E½ of Chapter 44 of the General Laws in order to place revenue collected from donations from individuals, organizations and events; memorial donations; and fees for classes, trips and programs, which shall be used for payment of costs connected with programs and events; repair and maintenance of equipment and furnishings; purchase of memorials and volunteer recognitions; and fees for instructors and classes, and transfer the balance of the FY 2014 revolving fund to the FY 2015 revolving fund. Expenditures authorized by the Director of Elder Affairs, not exceeding a total of \$20,000 in FY 2015. The balance in the revolving account shall not exceed \$20,000.

ARTICLE 42. Compost Bin Revolving Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town reauthorizes a revolving fund in accordance with Section 53 E½ of Chapter 44 of the

General Laws in order to place revenue collected from the sale of compost bins which shall be used to purchase additional compost bins, and transfer the balance of the FY 2014 revolving fund to the FY 2015 revolving fund. Expenditures shall be authorized by the Public Works Director and shall not exceed a total of \$5,000 in FY 2015. The balance in the revolving account shall not exceed \$5,000.

***ARTICLE 43.** Cemetery Revolving Fund: Finance Committee Recommends. Passing by a unanimous vote that the Town reauthorizes a revolving fund in accordance with Section 53E½ of Chapter 44 of the General Laws in order to place revenue collected from the sale of boundary markers, foundations, winter access charges, and for opening and closing graves, which shall be used to purchase boundary markers, foundations, winter access charges, and to open and close graves, and transfer the balance from the FY 2014 revolving fund to the FY 2015 revolving fund. Expenditures authorized by the Cemetery Commission, not exceeding a total of \$20,000 in FY 2015. The balance in the revolving account shall not exceed \$20,000.

***ARTICLE 44.** Authorization to Enter into Lease/Purchase Agreements: Finance Committee Recommends. Passing by a unanimous vote that the Town authorizes the Board of Selectmen to make contracts for the lease, with option to purchase, of various municipal equipment, subject to annual appropriation, if in the opinion of the Board it is in the best interests of the Town. The Board of Selectmen shall identify within its budget submission to the Finance Committee, any contract for the lease with an option to purchase.

ARTICLE 45. Authorization to Borrow for Capital Outlays: Finance Committee Recommends. Requiring a two-thirds vote, passing by a unanimous vote that the town borrow \$662,000 for the following purposes: \$173,000 in accordance with Section 7(3A) of Chapter 44 of the General

Laws for remodeling, reconstructing or making extraordinary repairs to public buildings owned by the town, including original equipment and landscaping, paving and other site improvements; and \$489,000 in accordance with Section 7(9) of Chapter 44 of the General Laws for the cost of departmental equipment.

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Presentation made by outgoing Capital Planning Chairman Bob Quintin who is retiring from this committee after 23 years of service. He had a total of 27 years of volunteering his services to the town serving on multiple committees. He announced that the new committee chairman would be Nick Manolakis.

ARTICLE 46. Acceptance of Deeds: Finance Committee Recommends. Requiring a two-thirds vote, passing by a unanimous vote that the Town accept such deeds and grants of land given to the Town as recorded at the Hampden County Registry of Deeds or the Hampden County Land Registration Office since the date of the last Annual Town Meeting as filed by the Board of Selectmen with the Town Clerk as "Article 46, Exhibit A."

ARTICLE 47. Drainage and Access Easements: Passing by a majority vote to take no action under Article 47.

ARTICLE 48. Hazard Mitigation Grant: Finance Committee Recommends. Passing by a unanimous vote to transfer \$232,180 from free cash for the Town's share of a Hazard Mitigation Grant from the Massachusetts Emergency Management Agency and Department of Conservation and Recreation for a Main Street Flood Mitigation Project.

ARTICLE 49. Lease of Capped Municipal Landfill Site for Solar Energy Generation Facility and P.I.L.O.T.: Finance Committee Recommends. Passing by a majority vote to authorize the Board of Selectmen to enter into a lease for the construction and operation of a solar photovoltaic energy generating facility on a portion of the real property known as the Old Wilbraham Landfill, located at 2720 Boston Road and shown on Wilbraham Assessor's records as Map 115-0, Block 429, Lot 655, and to authorize the Board of Selectmen to enter into such agreements and to execute such instruments or leases as may be required for this purpose upon such terms and conditions as the Selectmen shall deem to be in the best interest of the

Town, and to further authorize the Board of Selectmen and Board of Assessors, pursuant to the provisions of G.L. c.59, §38H, to negotiate and enter into a payment in lieu of tax agreement with the lessee/operator of any such solar photovoltaic energy generating facility to

be developed upon such terms and conditions as the Board of Selectmen and Assessors shall deem to be in the best interest of the Town.

ARTICLE 50. Municipal Light Plant: Finance Committee Recommends. Requiring a two-third vote, passing by a declared two-third vote by the Moderator to authorize the Board of Selectmen to take all necessary and appropriate action to establish and to maintain, in accordance with the provisions of Chapter 164 of the General Laws and in accordance with the rules, regulations and orders of the Department of Public Utilities and the Department of Telecommunications & Cable, a municipal lighting plant for all purposes allowable under the laws of the Commonwealth, including without limitation the operation of a telecommunications system and any related services.

ARTICLE 51. Rescind Unused Borrowing Authorizations: Finance Committee

ARTICLE 53. Town By-Law Amendment – Dog By-law amendments: Finance Committee Recommends. Passing by a majority vote that the Town amend the Town By-laws, Section 604 as printed in Article 53 of the Warrant.

(Dog Licensing, Treatment of Nuisance Dogs, etc.) as follows:

- Section 604.2(C) - delete the words "whether new or renewal, after April 30" and insert in place thereof the words "after March 31"
- Section 604.2(I) - delete the words "the following schedule: \$25.00 for each offense" and insert in place thereof the words "as per state law"
- Section 604.3(D) - delete the words "of \$35" and insert in place thereof the words "as per state law"
- Section 604.4(B) – replace "\$25.00" with "\$50.00"
- Section 604.5(B) – replace

ARTICLE 51			
Unissued Amount	Date of Approval	Warrant Article	Original Purpose
\$1,621,605	5/14/07	7	Sewer extension & related construction
\$43,910	10/30/06	6	Stony Hill sewer main replacement
\$175,000	5/15/06	22	Water line across Miller Street Bridge

Recommends: Passing by a unanimous vote that the Town rescind the unused borrowing authority identified and printed in the Warrant, whose final costs was less than the amounts authorized by those previous Town meetings. (See chart above.)

ARTICLE 52. Town By-Law Amendment – Warrant for the Election of Officers: Finance Committee Recommends. Passing by a majority vote that the Town amends the Town By-laws, Section 204 as printed in Article 52 of the Warrant.

(The Election of Officers), by deleting the words "concurrent with the Annual Town Meeting" from the first sentence of subsection b.)

- "25.00" with "\$50.00"
- Section 604.6(D) – replace "\$25.00" with "\$50.00"
- Section 604.6(E) – replace "\$25.00" with "\$50.00"

ARTICLE 54. Town By-Law Amendment – Town Meeting: Finance Committee Recommends. Passing by a unanimous vote that the Town amend the Town By-laws, Section 202 as printed in Article 54 of the Warrant.

(Conduct of Town Meeting), subsection f.), to read as follows: f.) In all matters not specifically provided for by law or by the By-laws of the Town of Wilbraham, the Moderator shall be

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Voter Registration by Precinct (As of December 31, 2014)

					Inter.	Green	Green	Conser.	MA	Work	
PREC.	Rep.	Dem.	Unen.	Lib.	3rd Party	Rainbow	USA	Party	Indep.	Fam.	Total
A	480	737	1299	4		3				1	2524
B	502	675	1296	4					1		2478
C	531	578	1308	6	1	6	1	1	1		2433
D	512	750	1302	3	1	1					2569
TOTAL:	2025	2740	5205	17	2	10	1	1	2	1	10004

(Continued from page 16)

guided by the principles and rules of practice contained in the most recent edition of the work entitled "Town Meeting Time, A Handbook of Parliamentary Law, published by the Massachusetts Moderators Association.

ARTICLE 55. Zoning By-Law Amendment – Special Event Signs: Finance Committee Recommends and Planning Board Recommends. Requiring a two-thirds vote, passing by a unanimous vote that the Town amend the Wilbraham Zoning By-Law as printed in Article 55 of the Warrant. By deleting the existing definition of "Special Event Sign" in section 12.2 and substituting therefore a new definition of "Special Event Sign", by deleting section 12.9.2 and substituting therefore a new section 12.9.2, and by inserting a new section 12.4.12 as set forth in a document entitled "Zoning Amendment Exhibit A" on file with the Town Clerk.

ARTICLE 56. Zoning By-Law Amendment – Neighborhood Office Zoning District Use Regulations: Planning Board Recommends. Requiring a two-thirds vote, failing to pass by a declared two-thirds vote by the Moderator that the Town not amend the Wilbraham Zoning By-Law as printed in Article 56 of the Warrant.

(Sections 3.4.5.4 and 3.4.5.17 of the Wilbraham Zoning By-Law by deleting the code designation "N" and substituting therefore the code designation "ZBA" in the Neighborhood Office ("NO") zoning

district column of the Schedule of Use Regulations Table)

ARTICLE 57. Zoning By-Law Amendment – Solar Energy Systems: Planning Board Recommends. Requiring a two-thirds vote and passing by a declared two-thirds vote by the Moderator that the town amends the Wilbraham Zoning By-Law as printed in Article 57 of the Warrant with the following technical correction: by adding the number "10.7" at the end of the existing sentence in section 3.9.1.3, paragraph E, item 7, printed on page 3 of Zoning Amendment Exhibit B.

(By deleting the existing definition of "Building Height" in section 1.3 and substituting therefore a new definition; by inserting in proper alphabetical order a new definition for "Large-Scale Ground-Mounted Solar Energy System" in section 1.3; by deleting existing section 3.9.1.3 and substituting therefore a new section 3.9.1.3, by inserting a new section 3.4.3.7 in the Schedule of Use Regulations Table, and by inserting a new section 10.7 as set forth in a document entitled "Zoning Amendment Exhibit B" on file with the Town Clerk.)

ARTICLE 58. Zoning By-Law Amendment - Registered Marijuana Dispensaries: Planning Board Recommends. Requiring a two-thirds vote, passing by a declared two-thirds vote by the Moderator that the Town amends the Wilbraham Zoning By-Law as printed in Article 58 of the Warrant.

(By inserting in proper alphabetical order a new definition for "Registered Marijuana Dispensary (RMD)" in section 1.3, by inserting a new section 3.4.5.21 in the Schedule of Use Regulations Table, by inserting a new section 7.6, and by deleting existing section 10.6 as set forth in a document

Town Bulletin

Boston, Massachusetts

The foregoing amendments to the Town Bylaws adopted under articles 52, 53, 54, 55, 57, and 58 of the Warrant for the Wilbraham town meeting that convened on May 12, 2014 are hereby approved. Comments on Articles 57 are detailed in this posting.

Martha Coakley
Attorney General

Margaret J. Hurley
Assistant Attorney General
Chief, Central MA Division
Director, Municipal Law Unit

June 19, 2014

Vital Statistics

BIRTHS	2012	2013	2014
Males	30	45	35
Females	30	34	44
TOTALS:	60	79	79
MARRIAGES	48	45	42
DEATHS			
Males	97	82	106
Females	133	148	152
TOTALS:	230	230	258

entitled "Zoning Amendment Exhibit C" on file with the Town Clerk.)

Meeting adjourned at 11:12pm.

Beverly J. Litchfield, MMC, CMMC
Town Clerk

2014 Annual Town Election May 17, 2014

Total Registered Voters	10,098
Total Vote Cast	1,459
Percentage Voted	15%

	Voted by Pre-cinct	Total Registered
Precinct A	355	2534
Precinct B	316	2481
Precinct C	335	2482
Precinct D	453	2601

SELECTMEN – 3 yrs.

Mary E. McCarthy	R	205
Stephen M. Bacon		103
Susan C. Bunnell		619*
William R. Caruana		501

ASSESSOR – 3 yrs.

John M. Wesolowski	R	1111*
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REG. SCHOOL CMTE. – 3 yrs.

Dennis John McCarthy	R	538
Peter Salerno	R	734*
Patricia Gordon		864*

CEMETERY COMMISSIONER – 3 yrs.

Wilfred R. Renaud, Jr.	D	1069*
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CEMETERY COMMISSIONER – 2 yrs.

Paul Trefon Zimakas	R	1068*
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WATER COMMISSIONER – 3 yrs.

Thomas D. Pilarcik	U	1064*
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LIBRARY TRUSTEE – 3 yrs.

Linda F. Moriarty	R	807*
William R. Dane	R	433
Gloria C. Russell	D	777*

PLANNING BOARD – 5 yrs.

Adam John Basch		1029*
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WILB. HOUSING AUTHORITY – 3 yrs.

Jason A. Burkins	D	741*
Michael W. Dane	R	608

*Denotes Winner

Attest: **Beverly J. Litchfield, MMC, CMMC**
Wilbraham Town Clerk

STATEMENT OF RECEIPTS & DISBURSEMENTS JULY 1, 2013 – JUNE 30, 2014

FY-14 RECEIPTS/DISBURSEMENTS

# of Items	Category	Amount Received
2,672	Dog Tag Registrations	\$29,140.00
12	Stray Fines	\$120.00
5	Boarding Fees	\$50.00
520	Late Fees	\$5,545.00
62	Non-Criminal Tickets	\$6,125.00
31	Miscellaneous Fees	\$100.76
43	Marriage Licenses	\$1,290.00
1,394	Copies of Records	\$11,013.50
285	Hunting Permissions	\$570.00
96	Business Certificates	\$3,800.00
4	Raffle Permits	\$80.00
13	Gas Permits	\$1,265.00
10	Cemetery Books	\$10.00
2	Poll Locations	\$80.00
7	Street Listing Books	\$105.00

TOTAL FY'14 RECEIPTS/DISBURSEMENTS: \$59,294.26

Information Technology Dept.

During 2014, much of the Information Technology (IT) Department's time was utilized supporting the day-to-day technology needs of all Town Municipal Departments. The IT Department currently has 2 full time staff members (IT Director and Network Administrator) and 1 part-time staff member to manage Town website and Internet content. Outside consultants were leveraged to provide the extra support when needed.

Many IT Department accomplishments are below:

*Supported all Town department printers, copiers, network devices, workstations, servers, software, video, phone, radio, security and other "IT-like" systems. IT staff priority is to ensure that all Town departments

maintain continuity of business operations – especially those providing public facing services.

*Continued using open source virtualization technologies to virtualize more Town servers and workstations.

*Continued adding and upgrading wireless technology in Town buildings. Many Town buildings now support free wi-fi access.

*Continued maintenance and operation of the municipal building-to-building (WAN/VPN) network using free and open software on commodity hardware.

*Continued battery backup (UPS) installation, upgrades and battery maintenance in all facilities.

*Continued working with surrounding municipal and regional IT Directors to plan

(Continued on page 19)

State Primary Election

September 9, 2014

Total Registered Voters	10,189		Voted by Precinct	Total Registered
Total Vote Cast	2,122	Precinct A	489	2,557
Percentage Voted	21%	Precinct B	507	2,520
		Precinct C	464	2,497
		Precinct D	662	2,615

DEMOCRATIC BALLOT	Vote by Precinct
Precinct A	357
Precinct B	380
Precinct C	319
Precinct D	508
	TOTAL: 1564

SENATOR IN CONGRESS	
Edward J. Markey	1031
Write-ins	6

GOVERNOR	
Donald M. Berwick	272
Martha Coakley	579
Steven Grossman	619
Write-ins	5

LIEUTENANT GOVERNOR	
Leland Cheung	245
Stephen J. Kerrigan	563
Michael E. Lake	249
Write-ins	5

ATTORNEY GENERAL	
Maura Healey	907
Warren E. Tolman	488
Write-ins	2

SECRETARY OF STATE	
William Francis Galvin	1138
Write-ins	2

TREASURER	
Thomas P. Conroy	322
Barry R. Finegold	326
Deborah B. Goldberg	541
Write-ins	1

AUDITOR	
Suzanne Bump	1035
Write-ins	0

REPRESENTATIVE IN CONGRESS	
Richard E. Neal	1177
Write-ins	3

COUNCILLOR	
Michael J. Albano	885
Write-ins	3

SENATOR IN GENERAL COURT	
Timothy C. Allen	481
James "Chip" Harrington	355
Thomas A. Lachiusa	49
Eric P. Lesser	389
Aaron L. Saunders	180
Write-ins	2

REPRESENTATIVE IN GENERAL COURT	
Angelo J. Puppola, Jr.	1192
Write-ins	4

DISTRICT ATTORNEY	
Shawn P. Allyn	135
Hal Etkin	114
Anthony D. Gulluni	685
Brett J. Vottero	575
Write-ins	2

REGISTER OF PROBATE	
Gale D. Candaras	1174
Write-ins	7

REPUBLICAN BALLOT	Vote by Precinct
Precinct A	149
Precinct B	183
Precinct C	201
Precinct D	221
	TOTAL: 754

SENATOR IN CONGRESS	
Brian J. Herr	425
Write-ins	2

GOVERNOR	
Charles D. Baker	359
Mark R. Fisher	171
Write-ins	1

LIEUTENANT GOVERNOR	
Karyn E. Polito	443
Write-ins	3

ATTORNEY GENERAL	
John B. Miller	440
Write-ins	3

SECRETARY OF STATE	
David D'Arcangelo	432
Write-ins	0

TREASURER	
Michael J. Heffernan	428
Write-ins	0

AUDITOR	
Patricia S. Saint Aubin	420
Write-ins	0

REPRESENTATIVE IN CONGRESS	
Write-ins	10

COUNCILLOR	
Write-ins	2

SENATOR IN GENERAL COURT	
Debra A. Boronski	432
Write-ins	3

REPRESENTATIVE IN GENERAL COURT	
Robert W. Russell	451
Write-ins	3

DISTRICT ATTORNEY	
Write-ins	89

REGISTER OF PROBATE	
Write-ins	6

(Continued from page 18)

framework for future regionalization, mutual aid, grant application, training and other group efforts.

*Continued maintenance, upgrades and content coordination for the Town website (<http://wilbraham-ma.gov>) and other linked Internet technologies (Facebook, Twitter, Blackboard Connect [reverse 911], and others).

- Continued involvement in the design, planning, installation and maintenance of the Town's public safety and other radio communication systems.
- Continued performing memory, hard drive and component upgrades, cleanings and other maintenance to extend the useful lifespan of Town computers and network devices.

(Continued on page 20)

State Election November 4, 2014

Total Registered Voters	10,232		Registered by Precinct
Total Vote Cast	6,164	Precinct A	2557
Percentage Voted	61%	Precinct B	2537
		Precinct C	2500
		Precinct D	2618

SENATOR IN CONGRESS	
Edward J. Markey	2821
Brian J. Herr	2956
Write-ins	5

GOVERNOR/LT. GOVERNOR	
Baker/Polito	3655
Coakley/Kerrigan	1829
Flachuk/Jennings	406
Lively/Saunders	102
McCormick/Post	49
Write-ins	3

ATTORNEY GENERAL	
Maura Healey	2820
John B. Miller	1829
Write-ins	4

SECRETARY OF STATE	
William Francis Galvin	3397
David D'Arcangelo	2276
Daniel L. Factor	158
Write-ins	0

TREASURER	
Deborah B. Goldberg	2451
Michael J. Heffernan	3058
Ian T. Jackson	185
Write-ins	3

AUDITOR	
Suzanne Bump	2801
Patricia S. Saint Aubin	2706
MK Merelice	163
Write-ins	0

REPRESENTATIVE IN CONGRESS	
Richard E. Neal	4165
Write-ins	67

COUNCILLOR	
Michael J. Albano	3679
Write-ins	54

SENATOR IN GENERAL COURT	
Debra A. Boronski	3110
Eric Phillip Lesser	2564
Mike Franco	243
Write-ins	7

REPRESENTATIVE IN GENERAL COURT	
Angelo J. Puppola, Jr.	3383
Robert W. Russell	2558
Write-ins	0

DISTRICT ATTORNEY	
Anthony D. Gulluni	4332
Write-ins	28

REGISTER OF PROBATE	
Gale D. Candaras	3033
Suzanne T. Sequin	2814
Write-ins	1

QUESTION 1: Gas Tax adj. per yr.	
YES	3338
NO	2416

QUESTION 2: Bottle Bill	
YES	1173
NO	4859

QUESTION 3: Prohibit Casinos	
YES	2343
NO	3688

QUESTION 4: Paid Sick Time	
YES	2807
NO	3163

QUESTION 5: Project Cost Wilbraham Middle School	
YES	2660
NO	2899*

QUESTION 6: Project Cost Soule Road School	
YES	2650
NO	2899*

QUESTION 7: Non-Binding Lic. Abortion Clinics	
YES	3621
NO	1790

*Denotes Winner on Local Ballot Questions.

(Continued from page 19)

- Continued e-waste removal from Town facilities and departments for proper re-purposing or eco-friendly recycling.
- Migrated Town Hall, Fire Station #2, Library, Police HQ and Fire HQ buildings from Charter cable services to MBI fiber circuits.
- Established 50/50 megabit Internet presence and core fiber networking for three primary sites (Town Hall, Fire HQ and Police HQ).
- Implemented IT Department emergency operations center (EOC) radio communications system. EOC system enables IT Department to monitor government communications (FD, PD, DPW) and incorporates civilian Ham radio integration. The system utilizes off-grid battery power which can be charged via grid connection or solar/other power. The system is portable and can be made mobile during emergencies.

Broadband Advisory Committee: Continued local broadband mapping and design efforts, assisted by the Town DPW/Engineering Department. Research into the installation, materials and pricing of different broadband strategies (aerial vs. buried, fiber vs. wireless, municipal vs. carrier operated, etc). Continued research into future uses of MBI's open access network. Notable

(Continued on page 25)

BOARD OF SELECTMEN

The Board of Selectmen underwent a significant transformation in 2014, when the seventeen year veteran, James E. Thompson, decided not to run for another term as Selectmen, which he announced at the Board's May 5 meeting. In the same month, following the Annual Town Election, the Board of Selectmen reorganized with a new Selectman joining the Wilbraham's chief executive board. The reorganization had Robert W. Russell assuming the position of Chairman, Robert J. Boilard, Vice Chairman, and newly elected Selectman Susan C. Bunnell serving as Clerk.

The Board of Selectmen typically meets weekly on Monday evenings at 7:00pm. During the summer months of June, July and August, the Board tends to meet on a less regular basis. The Selectmen post a schedule listing upcoming meeting dates quarterly. Their meeting agendas are posted, at a minimum, 48 hours prior to their scheduled meeting.

The Board of Selectmen attended to various municipal matters throughout 2014, most of which were routine, such as lease agreements, the annual budget, Town Meeting, bid awards, and supporting various grant applications, etc. There were also several matters that were relatively routine but noteworthy to mention, such as the establishment of the Vision Action Team and By-Law Review Committee; relocation of the polling locations to Minnechaug Regional High School, established the irrevocable "Town of Wilbraham OPEB Trust" to fund the Town's other post employee benefits obligations. The Board also commenced the Charter Communication's License Renewal proceedings by conducting an hearing to kick off the three year process of renewing the license for the Town's cable vendor and conducted a hearing relative to

Charter Communication's cable license transfer to Comcast Cable.

Noteworthy Business/Issues

Periodically throughout the year, the Board of Selectmen directed some of their attention to the continued development of MGM Casino in Springfield. The Board approved an amendment to their Surrounding Community Agreement with MGM Casino. Near the later part of the year, the Board met with Civic Economics, a third party consultant firm hired by MGM Casino to collect the casino

station, which included improvements and growth of its activities. The Board of Selectmen also approved a \$15,000 allocation from the general fund to provide additional support to WPA so as to work towards implementing the five year plan.

The Board frequently met with the two Building Feasibility Sub-Committees, who are charged with the development of a new Senior Center and Police Station. Both Sub-Committees issued the Request for Qualifications process to seek out architectural firms to provide services

relative to architectural designs and feasibility studies of the two proposed buildings. As a result, the Selectmen, in support of the Sub-Committees' labors and the building projects, awarded contracts to two architectural firms (Tecton Architects, Inc – Police Station and Catlin & Petrovick Architects, PC – Senior Center) to conduct feasibility studies and architectural designs of the two facilities. In 2014, the senior center and police station facilities projects moved ahead in a positive direction with the Selectmen's continued encouragement.



impact data, by collaborating with the surrounding communities, such as Wilbraham, to establish a look back period data baseline. The baseline information will become important when MGM Casino conducts its look back period study of the casino's impacts on the surrounding communities after the casino has been in operation for a year.

The Board of Selectmen took a strong interest in Wilbraham Public Access (WPA) in the beginning of year. The Board took a tour of the WPA station and became more familiar with the WPA's positive changes and dire needs. As a result, the Board signed on to support the WPA Executive Director's five year plan for the

In 2014, the Board of Selectmen continued to work towards developing a solar array/photovoltaic project on the discontinued landfill, located off Boston Road. The company, American Capital Energy, working with the Selectmen established Wilbraham LF Solar, LLC. The Board strove to come to an agreement with the company on a solar land lease and net metering credit purchase agreement. Despite signing a Memorandum of Understanding with the Hampshire Council of Governments (HCOG), the HCOG guidance on this project fell through with the loss of a key HCOG employee. As a result, the Board of Selectmen spent a lot of time, working with Wilbraham LF Solar, LLC and

(Continued on page 22)

(Continued from page 21)

various state agencies, such as Massachusetts Department of Energy Resources to move the project forward. By the end of 2014, the project was still progressing very slowly due to various complications. The Board put a lot of time and energy into this project with the hope of seeing the project come to fruition so as to utilize a desolate location as an opportunity to save on energy costs.

In 2014, Massachusetts Broadband Institute (MBI) laid fiber in a section of Wilbraham, providing the Town an opportunity to develop and establish a Municipal Light Plant (MLP). The Town approved establishment of an MLP through votes at the May and September Annual Town Meetings in 2014. This set the stage for the Town's MLP to be an interconnection collocation provider to other entities. As a result, and near the tail end of the year, the Town was sought out by Access Plus Communications, who expressed interest in contracting with the Town to receive collocation services from the Town's MLP. As result of the development of the MLP, the Board of Selectmen took on the responsibility of serving as the MLP's managers.

The Board of Selectmen spent a considerable amount of time in 2014 working with the Hampden-Wilbraham Regional School District (HWRSD) to address school building issues. The Board collaborated with the HWRSD in its activities to seek funding from the Massachusetts School Building Authority's grant program, titled *Accelerated Building Repair Program*, to commence and implement renovation projects at Soule Road Elementary School and Wilbraham Middle School. Accordingly, a Special Town Meeting was held in the fall of 2014 to seek the Town's fiscal approval of the two school building renovation projects. Despite the joint efforts of the Board of Selectmen and HWRSD, the projects were voted down at the Special Town Meeting.

Policies

In addition to the ongoing routine business and miscellaneous projects the Board of

Selectmen worked on throughout the year, the Selectmen took action on a number of personnel and compensation policies. Those policies included:

- Revised Police Policies and Procedures Manual; and
- Payment Vouchers for Employee Reimbursements in Excess of \$100 policy, which requires department head or appointing authority approval prior to reimbursement; and
- Sick Leave Policy relative to identifying a buy back notification deadline for employees who seek to retire in the upcoming year; and
- Volunteer Policy to include newly designed volunteer waiver, release and indemnification forms; and
- measurement periods for the Town to review insurance eligibility of employees when the Designation of a Look Back Period relative to the Affordable Care Act policy was approved; and
- amended the Dog Licensing Fees to align with state law.

Organizational

Following reorganization in May, 2014, the Selectmen were assigned liaison responsibilities so that Town Departments and Boards/Committees had a liaison from the Selectboard. The Selectmen Liaison

Assignments are listed in the chart below.

There were also other organizational/personnel changes or matters that the Selectmen addressed in 2014. The Selectmen accepted retirement notices from five employees in various departments, including the retirements of the Town's long serving Town Accountant, JoAnne DeGray, and the Town Administrator, Robert Weitz. Following the retirements, the Board of Selectmen developed an interim plan to ensure consistency for the Town during the time period where the Town Accountant and Town Administrator positions were vacant. As a result, the Board of Selectmen appointed the Assistant Town Accountant as Interim Town Accountant; the Assistant Town Administrator of Budgeting and Finance/Treasurer/Collector as Interim Town Administrator, the Assistant Treasurer as Acting Town Treasurer/Collector and the Board's Administrative Assistant was appointed Chief Procurement Officer. The Board of Selectmen also hired University of Massachusetts-Boston's Edward J. Collins Center for Public Management to help the Town in its efforts to search for a new Town Administrator.

(Continued on page 23)

Selectmen Liaison Assignment 2014		
Robert W. Russell Chairman	Robert J. Boilard Vice Chairman	Susan C. Bunnell Clerk
School Committee	Cable TV Advisory	Personnel Board
Finance Committee	Public Access TV Committee	Solid Waste Advisory Committee
Fire Department	Country Club of Wilbraham	Scantic Valley Health Trust
Police Department	Board of Appeals	Commission on Disability
Water Commission	Conservation Commission	Planning Board
Sewer Advisory Board of Health	Library	School Building Committee
Council on Aging	Historical Commission	Wilbraham Nature and Cultural Council
Local Emergency Planning Committee	Traffic Safety Committee	Personnel Board
Open Space & Recreation Plan Committee		Engineering Dept/DPW
Playground and Recreation Commission		
Cultural Council		

(Continued from page 22)

Organizationally, 2014 was the beginning of transformative period for the Town's administrative and executive leadership.

The Board of Selectmen also oversaw the hiring of a Deputy Fire Chief/Assistant Emergency Management Director, a Police Officer, two Firefighters/EMTs, Dispatcher Supervisor and Assistant Parks and Recreation Director. The Selectmen recognized employees who celebrated their thirty, twenty and ten years of service with the Town for their longevity, hard work

Recreation Committee, Broadband Committee, Vision Action Team, Conservation Commission and Agriculture Commission to keep abreast of the Committees and Commissions' progress as well as to answer questions or provide guidance. The Board appointed 157 volunteers to various Town Committees, Boards and Commissions in 2014.

Licenses/Permits

The Board of Selectmen serves as the

2014 Licenses/Permits	
Type of License/Permit	Number Issued
New Annual Food Establishment Permit	6
New Caterer's License	1
New Common Victualer License	3
New Annual Entertainment License	2
New Liquor – Wine & Malt License	1
New Liquor – Package Store	1
Amended a Liquor License	11
New Swimming Pool Permit	1
New Aboveground Storage of Flammables & Combustible Liquids/Hazardous Material	1
Temporary Food Establishment Permit	10
One Day Entertainment License	11
Temporary One Day Alcohol License	11
Seasonal Food Establishment Permit	4
Seasonal Camp License	9
2014 License Renewals (passed in Dec. 2014)	166
Total Licenses/Permits Issued in 2014	238
Total Revenue from Licenses/Permits in 2014	\$46,364.51

and numerous contributions to Wilbraham's government. Lastly, the Board of Selectmen renewed the current Fire Chief's employment contract for three years. The Board also signed collective bargaining agreements with the New England Police Benevolent Association (NEPBA), Local 120 as well as the International Union of Operating Engineers, Local 98.

The Board paid close attention to the oversight of the Town's various committees, boards and commissions. The Board of Selectmen met regularly with members of the Open Space and

Local Licensing Authority and the Board of Health in Wilbraham, whose responsibility is to issue licenses and permits to businesses, vendors or individuals seeking to conduct certain business in Town.

In 2014, the Selectmen reviewed 13 events to be held in Wilbraham. The Board approved 18 requests to use public property in Town for various events and 6 requests to place banners or signs on

Town property to advertise community happenings. The Board also accepted a local business' relinquished liquor license near the end of the year, which paved the way for another new business in Town to seek a liquor license.

The Board of Selectmen serves as the Town's Sewer Commissioners, too. As a result of this responsibility, the Board dealt with a variety of routine sewer items, such as reviewing requests for eight sewer abatements, four sewer bill hardships or requests to waive late fees and a septic system

variance on Soule Road in 2014.

Overall, the Board extends their heartfelt appreciation to all the volunteers, who serve as members on Town Boards, Committees and Commissions, and Town employees for all their exceptional and dedicated service to the Town of Wilbraham and its community.

Board of Selectmen

Robert W. Russell, Chairman

Robert J. Boilard, Vice Chairman

Susan C. Bunnell, Clerk

James E. Thompson, formerly

Chairman (January to May 2014)

Robert A. Weitz, Town Administrator

(January to October, 2014, retired)

Thomas P. Sullivan, Interim Town

Administrator

(October 2014 to December 2014)

Candace Ouillette Gaumond,

Administrative Assistant to the

Town Administrator/Board of

Selectmen

Human Resources

The Personnel Advisory Board consists of five members, appointed by the Board of Selectmen in accordance with Section 509 of the Town By-Laws, and is charged with advising the Board of Selectmen on all matters pertaining to personnel policy. The Board of Selectmen, serving as the Town's Personnel Board, adopts personnel policies relating to all positions not covered by a collective bargaining agreement, and not filled by popular election. We are grateful to Mark Brannigan, Paul Lemieux, Joseph Kelly, Jack Uebersax, Mark Manolakis and Camie Lamica, for volunteering their time and talent to serve on this board during 2014. There were five public meetings, and the Board made recommendations on several position reviews, as well as personnel policy amendments.

(Continued on page 24)

New Hires	
January 28	Randy Manseau, Assistant Parks and Recreation Director
May 12	Sean Casella, Police Officer
June 1	James Hiersche, Van Driver and Custodian (new) (19 hrs/week)
August 11	Benjamin Sabbs, Assistant Parks and Recreation Director
August 25	Annie Watson, Dispatcher
August 26	Jeffrey Hastings, Dispatcher (Saturday, one 8 hr shift, plus fill in)
November 17	Ronald Dobosz, Parks and Recreation Foreman
December 4	Ann Tousignant, Library Page (6.5 hrs/week)
December 10	Lauren Kovarick, Library Page (6.5 hrs/week)
December 10	Rachel Hapgood, Assistant Children's Librarian (17.5 hrs/week)

Resignations	
June 20	Randy Manseau, Assistant Parks and Recreation Director
October 2	Caitlin Poulin, Library Page

Retirements	
January 5	Timothy Rogers, EMT/Firefighter
January 22	Russell Mitchell, EMT/Firefighter
June 6	Thomas Cortis, Dispatch Supervisor
October 24	JoAnne DeGray, Town Accountant
November 5	Robert Weitz, Town Administrator

Promotions	
July 7	Shirley Rae, Dispatcher to Dispatch Supervisor
October 27	Finance/Treasurer/Collector to Interim Town Administrator
October 27	Nancy Johnson, Asst. Accountant to Interim Town Accountant
October 27	Lynne Frederick, Asst. Treasurer to Acting Town Treasurer
December 1	Captain David Bourcier, Fire Safety Officer to Deputy Fire Chief

Position Upgrades	
Parks and Recreation Groundskeeper to Foreman (May 12)	
Payroll and Accounts Payable Clerk to Payroll Administrator (June 23)	
Executive Director Wilbraham Public Access Television (September 8)	

New Positions Approved	
Part Time Van Driver and Custodian, Senior Center (19 hrs/week)	
Part Time Recreation Aide, Parks and Recreation (10 hrs/week)	
Part Time Recreation Clerk, Park and Recreation (10 hrs/week)	
Part Time Emergency Dispatcher (one 8 hour Saturday shift plus on call)	

(Continued from page 23)

Personnel Changes

The Town has a staff of 157 employees, of which 37 are regular part time and 120 are full time; 88 employees, or 56% of Town employees, belong to a Collective Bargaining Unit. Additionally, the Parks and Recreation Department hires approximately 135 seasonal and temporary employees during the course of the year for such positions as umpires, lifeguards, camp counselors, basketball scorekeepers, concession stand workers, field workers, and camp director, to name a few.

Training

The Town offered computer training to all employees who will be affected by the software upgrade to Windows 7 from Windows XP (2003). Department managers generally belong to an association representing their profession, and attended job specific trainings offered through those associations. Other venues include the Massachusetts Interlocal Insurance Association, offering a variety of training from Confined Space Entry Training for DPW employees to DOT Drug and Alcohol Supervisor Training to OSHA Safety Training and Law Enforcement Legal Updates. Another source is the Massachusetts Municipal Association, who offers various legal updates and monthly association meetings.

Labor Relations

Town Administrator Robert Weitz, Assistant Town Administrator for Budget and Finance Thomas Sullivan, Police Chief Allen Stratton, Fire Chief Francis Nothe and Director of Public Works Edmond Miga spent many hours in discussions with the three bargaining unit negotiating teams. The Town was able to come to an agreement with the International Union of Operating Engineers (IUEO) Local 98 for a three year contract, and the New England Police Benevolent Association (NEPBA) Local 120; both contracts are

(Continued on page 25)

(Continued from page 24)

for the period from July 1, 2014 to June 30, 2017.

Workers Compensation and Injury-on-Duty

Town employees are covered by Workers Compensation Insurance for work related injury and illness. Uniformed Police Officers and Firefighters are protected under M.G.L. Chapter 41, Sections 100 and 111F, which require Massachusetts Municipalities to indemnify officers and firefighters for medical bills and time lost due to Injury-on-Duty. Accident Insurance covers the Town from any regular or catastrophic injury of these Employees. During 2014, the town experienced 12 claims for Injury-on-Duty benefits, and 5 Workers Compensation claims.

Health Insurance Benefits

As a member community of the Scantic Valley Regional Health Trust, a joint purchasing group including the Towns of Wilbraham, East Longmeadow, Longmeadow, and Hampden, the Hampden Wilbraham Regional School District as well as the Pioneer Valley Educational Collaborative, the Town enjoys the benefits of buying power that a larger group offers. Premium Rates did not increase on July 1, 2014; and at the time of this report, no increase for FY 2016, (beginning on July 1, 2015,) had already been announced.

The Trust is operated by a Board of Directors comprised of representatives of the member communities, who meet on a monthly basis and contracts with a Third Party Administrator, Group Benefits Strategies, who administers the health plans. The Trust is actively pursuing and offering wellness program opportunities to help employees stay healthy. Incentive payments for certain medical tests, exercise programs, smoking cessation, and weight loss incentives are a few of the initiatives the Trust has taken. Additionally, the Trust offers a special Diabetes Reward program and a Free Prescription Drug Program for

certain medications to help reduce the cost of claims to the member towns and keep premium increases low.

According to M.G.L. Chapter 32B, Section 26, the Town is required to conduct regular audits to verify the eligibility of each dependent covered under a Town of Wilbraham group health insurance plan. The Town conducted such an audit in August, 2014; and found no enrollment violations of dependents.

Enrollment in Town of Wilbraham health plans of active employees and retirees is at approximately 162, of which there are 83 enrollments in individual plans, 55 in a family plan and 24 in a double plan. The Town contracts with Millennium Insurance for local benefits administration. Their representative to the Town is Gloria Congram, who holds office hours at the Town Office Building once a week, and handles enrollment changes, reconciles invoices and collects premiums. Gloria has been with the Town of Wilbraham since 2011, and has done an outstanding job serving our employees and retirees with their insurance questions.

Employee Recognition

The Town enjoys the benefits of a very competent and loyal workforce. Employees in all departments are, in general, exceptionally motivated and technically competent. During 2014, the following employees celebrated their 20th Anniversary with the Town:

Richard Searles
Heavy Equipment Operator, DPW

Captain Timothy Kane, Jr.
Police Depart.

Lisa Bouchard
Admin. Asst., Police Depart.

Lynne Frederick
Assistant Town Treasurer

Captain Robert Zollo
Police Dept.

Dennis Dumais
Heavy Equipment Operator, DPW

Kevin LaPlante
Heavy Equipment Operator, DPW

The following employees celebrated their 10th Anniversary with the Town:

Melissa Graves
Admin. Asst., Bldg./Conservation Dept.

Dena Grochmal
Engineering Asst., Engineering Dept.

Private Richard Hatch
Firefighter/EMT

I extend my sincere thank you to these, and all other employees, who work hard every day in their chosen profession, and serve the residents of Wilbraham with great dedication and good will. Moreover, these employees are always looking to improve methods and outcomes to try and save the Town money so the Wilbraham residents can be better served. We are fortunate to have you (employees) with us. We appreciate your efforts!

Herta Dane, Human Resources Coordinator

(Continued from page 20)

accomplishments:

*Establishment of Wilbraham's Municipal Light Plant (MLP) by public vote at 2014 Annual Town Meeting.

*Establishment of the Wilbraham MLP's enterprise fund by public vote at 2014 Special Town Meeting.

IT Department

Nathan DeLong, IT Director
John Sternala, Network Administrator
Karen Benoit, Website Coordinator

Broadband Advisory Committee

William Caruana, Chairman
Anthony Aube
Nathan DeLong
Tom Newton
Felix Zayas

Finance

Board of Assessors

The Board of Assessors is comprised of three members each elected for a three-year term. This past year, Chairman Lawrence G. LaBarbera and Board Member Roger J. Roberge II congratulated John M. Wesolowski on his re-election. The daily functions of the Assessors' Office are managed by Principal Assessor Manuel D. Silva, MAA, and three staff members, Cathy Barnes, Katherine Bruno and Deborah Brennan.

During the past year, the staff performed a required interim year revaluation of all property in the Town, which is required by the Massachusetts Department of Revenue (DOR). The DOR states that all property must be within 10% of full and fair market value as of January 1st each year. After a thorough analysis of the sales transactions in 2013, and the income and expense details of the commercial properties, the assessment to sale ratio showed the Town needed a few adjustments. All of the work was completed in-house. In addition to the revaluation, the cyclical inspection program was ongoing. This will continue into the current fiscal year (FY) to fulfill the DOR requirement that all properties are inspected at least once every nine years.

The Assessors and staff have continued their responsibilities this past year relating to the Community Preservation Act, Senior Work-Off Program, and Senior and Veteran Exemption Programs. All these programs allow some taxpayers, who meet certain eligibility requirements, to receive abatements on their annual taxes. The processing of the paperwork relating to exemptions for all of the programs is considerable and ably handled by the Assessors' staff.

After a physical inspection and analysis of our appraisal methods and system by

DOR, staff certification was received. For FY 2015, the taxable value for the Town for real and personal property amount to \$1,596,810,900. This is a slight increase in total value due mainly to market condition adjustments that the Town needed to implement. Additionally, new construction, both residential and commercial, added to the Town's value. New construction, remodeling, additions or new growth was \$17,427,993; and will produce \$356,228 in new tax dollars. The DOR approved the tax rate for FY 2015 at \$20.88 per \$1,000 of assessment. The new rate is an increase of 44¢ from last year's FY 2014 rate of \$20.44. This single rate applies to all classes of real and personal property in accordance with the vote of the Selectmen at the classification hearing held on November 24, 2014.

In summary, our goal and primary concern is to provide the Town with a professional service completed by a professional and competent staff. This will result in a fair and equitable distribution of the property taxes that finance the services provided by other departments in Town.

Board of Assessors

*Lawrence G. LaBarbera, Chairman
Roger J. Roberge II
John M. Wesolowski*

Assessors' Office Employees

*Manuel D. Silva, MMA, Principal Assessor
Cathy A. Barnes, Admin. Asst.
Katherine Bruno, Admin. Clerk
Deborah Brennan, Admin. Clerk*

Community Preservation Committee

In 2014, Community Preservation Act generated approximately \$401,262, of which approximately 74% was raised locally and the balance came from the State.

There were 11 projects recommended by the Committee and approved by Town Meeting. Projects approved in 2014 included:

1. Preservation (Historic) of Town records in custody of Town Clerk
2. Bruuer Pond Restoration
3. Thayer Brook Forest Management
4. Bird House-Bruuer Pond at Sevey Park
5. Spec Pond-Waterproof Wheelchairs & Mats
6. Red Barn Preservation-Fountain Park
7. Cemetery Walking Tour Booklet
8. Administrative Dues
9. Cemetery Road Repair-East Wilbraham
10. Wilbraham Trail Rehabilitation
11. Little Red School House Renovation

Community Preservation Committee

*Peter N. Manolakis, Chairman
(Housing Authority)
Jeffrey Smith (Planning Board)
Stanley J. Soja (Play. & Rec. Com.)
Stoughton L. Smead (Conserv. Com.)
Patrick Kiernan (Historical Com.)
Danielle Desmarais (At-large Member)
David Proto (At-large Member)
Brian Fitzgerald (Open Space & Rec.)
Michelle Emirzian (At-large member)*

Board of Assessors

State Tax Form 31C

THE COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF REVENUE TAX RATE RECAPITULATION

FISCAL 2015

WILBRAHAM
City / Town / District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIf)	\$	44,631,738.80
Ib. Total estimated receipts and other revenue sources (from IIIf)		11,290,327.00
Ic. Tax levy (Ia minus Ib)	\$	33,341,411.80
Id. Distribution of Tax Rates and levies		

CLASS	(b) Levy percentage (from LA - 5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA - 5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	88.4473%	29,480,578.34	1,412,337,054	20.88	29,489,597.69
Net of Exempt					0.00
Open Space	0.0000%	0.00	0		0.00
Commercial	7.5800%	2,527,279.00	121,037,946	20.88	2,527,272.31
Net of Exempt					0.00
Industrial	1.8185%	805,646.74	29,005,700	20.88	805,630.02
SUBTOTAL	97.8438%		1,562,380,700		32,622,509.02
Personal	2.1582%	718,907.62	34,430,200	20.88	718,902.58
TOTAL	100.0000%		1,596,810,900		33,341,411.80

Board of Assessors of

WILBRAHAM
City / Town / District

MUST EQUAL IC

NOTE: The information has not been Approved and is subject to change.

Manuel D. Silva, Principal Assessor, Wilbraham, 413-586-2600
Assessor

10/8/2014 9:22 AM
Date

Let authorized to sign. Disputed copies are 0.
(Comments)

Do Not Write Below This Line — For Department of Revenue Use Only

Reviewed By
Date : 25-NOV-14
Approved :
Director of Accounts

James Podolak
Dennis Mountain
Gerard D. Perry
(Gerard D. Perry)

Print Date : 11/25/2014 10:57 am

Page 1 of 4

FISCAL 2015

TAX RATE RECAPITULATION

WILBRAHAM
City / Town / District

II. Amounts to be raised

IIf. Appropriations (col.(b) through col.(e) from page 4)

IIb. Other amounts to be raised

1. Amounts certified for tax title purposes	0.00
2. Debt and interest charges not included on page 4	0.00
3. Final court judgements	0.00
4. Total overlay deficits of prior years	0.00
5. Total cherry sheet offsets (see cherry sheet 1-ER)	18,986.00
6. Revenue deficits	0.00
7. Offset receipts deficits Ch. 44, Sec. 53E	0.00
8. Authorized Deferral of Teachers' Pay	0.00
9. Snow and ice deficit Ch. 44, Sec. 31D	0.00
10. Other (specify on separate letter)	0.00
TOTAL IIb (Total lines 1 through 10)	355,365.85

\$ 43,883,035.00

374,341.85
189,075.00
185,286.75
44,631,738.80

\$

III. Estimated receipts and other revenue sources

IIIf. Estimated receipts - State

1. Cherry sheet estimated receipts (C.S. 1-ER Total)

2. Massachusetts school building authority payments

TOTAL IIIf

\$ 1,461,978.00
0.00

1,461,978.00

IIIf. Estimated receipts - Local

1. Local receipts not allocated (page 3, col.(b), Line 24)

2. Offset Receipts (Schedule A-1)

3. Enterprise Funds (Schedule A-2)

4. Community Preservation Funds (See Schedule A-4)

TOTAL IIIf

2,773,800.00
26,000.00
4,151,379.00
736,533.00

7,686,712.00

IIIf. Revenue sources appropriated for particular purposes

1. Free cash (page 4, col.(c))

2. Other available funds (page 4, col.(d))

TOTAL IIIf

1,280,180.00
881,459.00

2,141,639.00

IIIf. Other revenue sources appropriated specifically to reduce the tax rate

1a. Free cash...appropriated on or before June 30, 2014

b. Free cash...appropriated on or after July 1, 2014

2. Municipal light source

3. Teachers' pay deferral

4. Other source :

TOTAL IIIf

0.00
0.00
0.00
0.00

0.00

\$

IIIf. Total estimated receipts and other revenue sources

(Total IIIf through IIIf)

11,290,327.00

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from IIf)

b. Total estimated receipts and other revenue sources (from IIIf)

c. Total real and personal property tax levy (from Ic)

d. Total receipts from all sources (total IIIf plus IVc)

\$ 44,631,738.80
\$ 11,290,327.00
\$ 33,341,411.80

\$ 44,631,738.80

Print Date : 11/25/2014 10:57 am

Page 2 of 4

Board of Assessors

LOCAL RECEIPTS NOT ALLOCATED * TAX RATE RECAPITULATION

WILBRAHAM
City/Town/District

	(a) Actual Receipts Fiscal 2014	(b) Estimated Receipts Fiscal 2015
==> 1 MOTOR VEHICLE EXCISE	1,822,876.82	1,850,000.00
==> 2 OTHER EXCISE		
a.Meals	0.00	0.00
b.Room	11,394.16	11,500.00
c.Other	356.76	300.00
==> 3 PENALTIES AND INTEREST ON TAXES AND EXCISES	208,679.81	190,000.00
==> 4 PAYMENTS IN LIEU OF TAXES	2,535.06	2,500.00
5 CHARGES FOR SERVICES - WATER	0.00	0.00
6 CHARGES FOR SERVICES - SEWER	0.00	0.00
7 CHARGES FOR SERVICES - HOSPITAL	0.00	0.00
8 CHARGES FOR SERVICES - SOLID WASTE FEES	0.00	0.00
9 OTHER CHARGES FOR SERVICES	8,862.00	8,000.00
10 FEES	30,839.90	30,000.00
11 RENTALS	390,777.88	390,000.00
12 DEPARTMENTAL REVENUE - SCHOOLS	0.00	0.00
13 DEPARTMENTAL REVENUE - LIBRARIES	7,910.11	7,500.00
14 DEPARTMENTAL REVENUE - CEMETERIES	0.00	0.00
15 DEPARTMENTAL REVENUE - RECREATION	0.00	0.00
16 OTHER DEPARTMENTAL REVENUE	30,370.75	22,000.00
17 LICENSES AND PERMITS	236,279.09	200,000.00
18 SPECIAL ASSESSMENTS	0.00	0.00
==> 19 FINES AND FORFEITS	47,890.00	40,000.00
==> 20 INVESTMENT INCOME	22,377.66	20,000.00
==> 21 MEDICAID REIMBURSEMENT	0.00	0.00
==> 22 MISCELLANEOUS RECURRING (PLEASE SPECIFY)	2,305.00	2,000.00
23 MISCELLANEOUS NON-RECURRING (PLEASE SPECIFY)	150,726.33	0.00
24 TOTALS	\$ 3,074,281.23	\$ 2,773,800.00

I hereby certify that the actual receipts as shown in column (a) are, to the best of my knowledge correct and complete, and I further certify that I have examined the entries made on page 4 of the Fiscal 2015 tax rate recapitulation form by the City, Town or District Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

JoAnne DeGray, Accountant, Wilbraham, 413-595-2800
Date: 10/30/2014 9:39 AM
Accounting Officer

* Do not include receipts in columns (a) or (b) that were voted by the City / Town / District Council or Town Meeting as offset receipts on Schedule A-1, enterprise funds on Schedule A-2, or revolving funds on Schedule A-3. Written documentation should be submitted to support increases / decreases of estimated receipts to actual receipts.

==> Written documentation should be submitted to support increases/ decreases of FY 2014 estimated receipts to FY2015 estimated

CERTIFICATION OF APPROPRIATIONS AND SOURCES OF FUNDING

WILBRAHAM
City / Town / District

FISCAL 2015

City / Town Council or Town Meeting Dates	APPROPRIATIONS					AUTHORIZATIONS	
	(a) Total Appropriations of Each Meeting	(b) From Raise and Appropriate	(c) From Free Cash See B-1	(d) From Other Available Funds See B-2	(e) From Offset Receipts (See A-1), Enterprise Funds (See A-2), or Community Preservation Fund (See A-4)	(f) Revolving Funds (See A-3)	(g) Borrowing Authorization
05/12/2014 2015	39,537,861.00	37,360,222.00	1,260,180.00	881,459.00	26,000.00	51,000.00	662,000.00
05/12/2014 2015	344,835.00	0.00	0.00	0.00	344,835.00	0.00	0.00
05/12/2014 2015	1,909,320.00	0.00	0.00	0.00	1,909,320.00	0.00	0.00
05/12/2014 2015	1,718,639.00	0.00	0.00	0.00	1,718,639.00	0.00	0.00
05/12/2014 2015	382,280.00	0.00	0.00	0.00	382,280.00	0.00	0.00
Totals	43,883,035.00	37,360,222.00	1,260,180.00	881,459.00	4,381,174.00		
	Must Equal Cols. (b) thru (e)						

I hereby certify that the appropriations correctly reflect the votes taken by City / Town / District Council.

WILBRAHAM
City/Town/District
Barbry J. Leffing, Town Clerk, Wilbraham, 413-595-2800
Date: 10/30/2014 10:18 AM
Clerk

Town Accountant

FY2014 GENERAL AND ENTERPRISE FUND EXPENDITURES

FY2014 GENERAL AND ENTERPRISE FUND EXPENDITURES					
DEPARTMENT	BUDGET	TRANS IN/OUT	EXPENDED	ENCUMBERED	SURPLUS
LEGAL EXPENSES	125,000.00		123,640.90		1,359.10
TOWN MEETING SALARIES	7,500.00		4,601.45		2,898.55
TOWN MEETING EXPENSES	6,975.00		5,939.15		1,035.85
TOTAL DEPT.	14,475.00	0.00	10,540.60		3,934.40
SELECTMEN SALARIES	448,276.00	(188,686.00)	252,722.61		6,867.39
SELECTMEN EXPENSES	37,950.00		30,755.68		7,194.32
TOTAL DEPT	486,226.00	(188,686.00)	283,478.29		14,061.71
SELECTMEN NON-RECURRING	50,000.00		29,499.58	20,000.00	500.42
ACCOUNTING SALARIES	163,783.00		163,566.42		216.58
ACCOUNTING EXPENSES	35,975.00		30,109.25	1,500.00	4,365.75
TOTAL DEPT.	199,758.00	0.00	193,675.67	1,500.00	4,582.33
ASSESSORS SALARIES	180,472.00		179,093.82		1,378.18
ASSESSORS EXPENSES	18,400.00		15,468.34	1,500.00	1,431.66
ASSESSORS NON-RECURRING	10,000.00		1,912.50	7,500.00	587.50
TOTAL DEPT.	208,872.00	-	196,474.66	9,000.00	3,397.34
TREAS/COLL SALARIES	207,371.00		206,813.76		557.24
TREAS/COLL EXPENSES	49,550.00	(3382.50)	40,866.59		5,300.91
TOTAL DEPT.	256,921.00	(3,382.50)	247,680.35		5,858.15
INFORMATION TECH SALARIES	178,099.00		178,099.00		0.00
INFORMATION TECH EXPENSES	168,712.00		154,885.04	13,826.00	0.96
INFORMATION TECH NON-RECURRING	80,000.00		40,000.00	40,000.00	0.00
TOTAL DEPT.	426,811.00	0.00	372,984.04	53,826.00	0.96
TOWN CLERK SALARIES	116,964.00	9,546.00	126,510.00		0.00
TOWN CLERK EXPENSES	12,912.00		2,823.08		10,088.92
TOTAL DEPT.	129,876.00	9,546.00	129,333.08		10,088.92
REGISTRARS SALARIES	4,412.00		2,075.00		2,337.00
REGISTRARS EXPENSES	4,925.00	2,078.00	5,909.97	488.00	605.03
TOTAL DEPT.	9,337.00	2,078.00	7,984.97	488.00	2,942.03

(Continued from page 30)

projects. Their expertise in the construction area is extremely valuable.

Near the end of 2014, the Committee began to prepare for the coming fiscal year

(FY), which is FY 2016. The Committee anticipates a borrowing recommendation of \$179,000 for vehicles and equipment and \$395,000 for the remodeling of

public buildings in FY 2016 annual budget. The Committee will be talking to Department managers and

(Continued on page 31)

Capital Planning Committee

The Capital Planning Committee is a five-person committee; three appointed by the Board of Selectmen and two appointed by the Finance Committee. The Committee reports to the Board of Selectmen. Members serve three-year terms.

The Capital Planning Committee reviews the capital expenditures of the Town by maintaining a ten-year Capital Plan. The Committee updates the plan every year. These plans are formulated by speaking to department managers of the Town and evaluating their capital projects. Projects are things such as maintenance of Town buildings, (including all school buildings, except Minnechaug Regional High School,) vehicle/fleet management and equipment purchases that are more than \$10,000.

Our methodology also includes open public meetings, reviewing annual requests and recommendations submitted by Town Departments, on-site meetings, tours of the facilities, input from citizens and requests from the Board of Selectmen. The Capital Planning Committee presents the Capital Plan for review at the annual budget hearing and Town Meeting.

Our Committee is assisted by four very helpful Town employees who attend most meetings. Town Treasurer/Collector Thomas Sullivan is a key resource for formulating a capital strategy, preparing online scenarios and helping with risk assessment. Interim Town Accountant Nancy Johnson provides exceptional administrative support, research and project work. Building Inspector Lance Trevallion and Facilities Supervisor Ron Rauscher are great resources, monitoring and reporting about the status of ongoing

(Continued on page 29)

Town Accountant

The year 2014 brought a significant change to the Accounting Department. It is with much regret to announce the retirement of the Town Accountant JoAnne DeGray. JoAnne served the Town of Wilbraham for 32 years with great distinction. She was a dedicated employee and a good friend. She will be missed but we wish her luck and happiness in the next phase of her life. After JoAnne's departure, Nancy Johnson was named Interim Town Accountant during the short term vacancy of the Town Accountant position.

The Accounting Department's main responsibility is maintaining the financial records of the Town. The Department's Payroll and Accounts Payable Clerk Diane Hamakawa processes all vendor payments for the Departments as well as payroll for all Town employees. She checks all vendor bills and payroll submissions for pertinent information as well as checking all calculations for accuracy. Diane processes over 12,000 vendor bills and payroll submissions in the course of a year. Diane makes a difficult job look easy.

The Assistant Town Accountant is the liaison to the Finance Committee and Capital Planning Committee. She posts all meetings and agendas for both Committees. The Assistant also attends their meetings, keeps minutes and provides them with the information they need to fulfill their responsibilities. Both Committees provide budget information to the Annual Town Meeting.

During the year, the Accounting staff attended the Massachusetts Auditors & Accountants Association School at the University of Massachusetts. This is a three day event that brings municipal accountants up to date on any new Massachusetts Municipal Laws and any changes in the UMAS Accounting System.

Last year, Nancy took the exam and earned her certification as a Certified Governmental Accountant. Diane is in the beginning stages preparing for the same certification. The continuing education is always helpful to the Department. We also attend various Western Massachusetts Auditors & Accountants Association meetings during the year. We always try to stay abreast of any changes that may occur in the municipal accounting field.

We insure the "books" are in balance at the end of each month and ready for closing at the end of the fiscal year (FY). The Accounting Department provides the Department of Revenue (DOR), Division of Local Services with the information the state agency needs to provide the Town with a "free cash" figure at year's end. The free cash figure for FY 2014 for Wilbraham's General Fund is \$2,207,072. These funds are available for appropriation at the 2015 Annual Town Meeting, which is held in May 2015. The DOR also processes Retained Earnings for the Town's Enterprise Funds. For FY 2014 these figures were: Water Enterprise Fund, \$52,386; Wastewater Enterprise Fund, \$143,563, and Solid Waste Enterprise Fund, \$47,120. The Enterprise Funds can also use retained earnings for their future budget purposes if so chosen.

In closing, I would like to thank the Board of Selectmen for their on going support and all of our Department Directors for their continued cooperation. And once again, I would like to thank JoAnne DeGray for everything she taught me during the many wonderful years we worked together.

Accounting Office

*JoAnne DeGray, Town Accountant
(Retired October, 2014)*

*Nancy Johnson, Interim Town Accountant
(Oct. to Dec. 2014)*

*Assistant Town Accountant
(Jan. to Oct. 2014)*

*Diane Hamakawa, Payroll & Accounts
Payable Clerk*

Town Accountant

FY2014 GENERAL AND ENTERPRISE FUND EXPENDITURES

CONSERVATION EXPENSES	1,450.00		1,258.41		191.59
PLANNING SALARIES	100,337.00	900.00	100,879.11		357.89
PLANNING EXPENSES	6,550.00	6748.00	5,066.48	3,934.00	4,297.52
TOTAL DEPT.	106,887.00	7,648.00	105,945.59	3,934.00	4,655.41
FACILITY MAINTENANCE SALARIES	60,927.00		60,927.00		0.00
FACILITY MAINTENANCE EXPENSES	87,960.00		87,505.41	454.00	0.59
FACILITY MAINTENANCE NON-RECURR	50,000.00		49,999.72		0.28
TOTAL DEPT.	198,887.00	0.00	198,432.13	454.00	0.87
TOWN PROPS. EXPENSES	372,183.00	7,213.26	370,059.40		9,336.86
GENERAL INSURANCE EXPENSE	374,495.00	(5,154.00)	352,184.04		17,156.96
GROUP INSURANCE EXPENSE	1,065,855.00	(55,000.00)	1,007,810.57		3,044.43
TOWN REPORTS	1,800.00		1,661.89		138.11
SURETY BONDS	1,600.00		1,477.50		122.50
PENSIONS EXPENSES	1,303,566.00		1,303,566.00		0.00
TOWN OFFICE EXPENSES	74,000.00		58,636.15	128.00	15,235.85
TOWN OFFICE NON-RECURRING	25,000.00		24,871.18		0.00
TOTAL DEPT.	99,000.00	0.00	83,507.33	128.00	15,364.67
POLICE DEPT. SALARIES	1,934,427.00	98,401.00	2,000,868.02		31,959.98
POLICE DEPT. EXPENSES	163,161.00	2,000.00	142,432.38	5,300.00	17,428.62
POLICE NON-RECURRING	125,680.00		124,664.79	300.00	715.21
TOTAL DEPT.	2,223,268.00	100,401.00	2,267,965.19	5,600.00	50,103.81
FIRE DEPT. SALARIES	1,545,736.00	35,997.00	1,579,588.03		2,144.97
FIRE DEPT. EXPENSES	152,887.00		152,350.77		536.23
FIRE NON-RECURRING	8,026.00		7,526.00		500.00
TOTAL DEPT.	1,706,649.00	35,997.00	1,739,464.80	0.00	3,181.20
DISPATCH SALARIES	394,987.00	10,000.00	391,532.53		13,454.47
DISPATCH EXPENSES	7,450.00		2,244.84	1,422.00	3,783.16
DISPATCH NON-RECURRING					0.00
TOTAL DEPT.	402,437.00	10,000.00	393,777.37	1,422.00	17,237.63

Capital Planning Committee

(Continued from page 29)

the Hampden-Wilbraham Regional School District staff at public meetings to better solidify final recommendations for Town Meeting.

Nicholas Manolakis, Chair
John Guzzo, Vice Chair
Michael Mazzuca
Paul Kukulka

Town Accountant

FY2014 GENERAL AND ENTERPRISE FUND EXPENDITURES

INSPECTORS SALARIES	129,510.00		127,573.24		1,936.76
INSPECTORS EXPENSES	2,900.00		2,739.05		160.95
TOTAL DEPT.	132,410.00	0.00	130,312.29		2,097.71
SEALER WGTS SALARIES	4,534.00		4,532.88		1.12
SEALER WGTS EXPENSES	765.00	550.00	1,108.73		206.28
TOTAL DEPT.	5,299.00	550.00	5,641.61		207.40
CIVIL DEFENSE EXPENSES	10,700.00		10,698.81		1.19
DOG OFFICER SALARIES	19,178.00		18,900.23		277.77
DOG OFFICER EXPENSES	6,822.00		4,449.54	195.00	2,177.46
TOTAL DEPT.	26,000.00	0.00	23,349.77	195.00	2,455.23
TREE WARDEN SALARIES	9,847.00		9,529.73		317.27
TREE WARDEN EXPENSES	38,128.00		29,581.88	7,113.00	1,433.12
TOTAL DEPT.	47,975.00	0.00	39,111.61	7,113.00	1,750.39
INSECT CONTROL SALARIES	2,705.00		2,704.69		0.31
INSECT CONTROL EXPENSES	2,159.00		84.48		2,074.52
TOTAL DEPT.	4,864.00	0.00	2,789.17		2,074.83
REGIONAL SCHOOL ASSESSMENT	21,456,371.00		21,456,369.80		1.20
ENGINEERING SALARIES	169,538.00		169,484.11		53.89
ENGINEERING EXPENSES	67,100.00	46100.00	77,775.48	32,974.00	2,450.52
TOTAL DEPT.	236,638.00	46100.00	247,259.59	32,974.00	2,504.41
HIGHWAY SALARIES	581,507.00	40,910.00	607,725.63		14,691.37
HIGHWAY EXPENSES	822,700.00	169,000.00	928,153.00	63,547.00	0.00
HIGHWAY NON-RECURRING					0.00
TOTAL DEPT.	1,404,207.00	209,910.00	1,535,878.63	63,547.00	14,691.37
SANITARIAN SALARIES	11,185.00		10,935.00		250.00
SANITARIAN EXPENSES	680.00		41.10		638.90
TOTAL DEPT.	11,865.00	0.00	10,976.10		888.90
C.O.A. SALARIES	123,329.00	3,832.00	126,597.34		563.66
C.O.A. EXPENSES	11,100.00		6,853.11	146.00	4,100.89
C.O.A. NON-RECURRING	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT.	134,429.00	3,832.00	133,450.45	146.00	4,664.55
VETERANS SALARIES	14,364.00	65.00	14,425.48		3.52
VETERANS EXPENSES	63,020.00	20,000.00	79,942.39		3,077.61
TOTAL DEPT.	77,384.00	20,065.00	94,367.87		3,081.13
CEMETERIES EXPENSES	27,944.00		25,802.01	2,141.00	0.99
CEMETERIES NON-RECURRING					0.00
TOTAL DEPT.	27,944.00	0.00	25,802.01	2,141.00	0.99

Town Accountant

FY2014 GENERAL AND ENTERPRISE FUND EXPENDITURES

LIBRARY SALARIES	448,595.00		442,421.81		6,173.19
LIBRARY EXPENSES	205,444.00		202,427.65	50.00	2,966.35
TOTAL DEPT.	654,039.00	0.00	644,849.46	50.00	9,139.54
RECREATION SALARIES	213,868.00	(5,075.00)	201,606.21		7,186.79
RECREATION EXPENSES	54,524.00	21,540.00	75,858.90		205.10
RECREATION NON-RECURRING					
TOTAL RECREATION DEPT	268,392.00	16,465.00	277,465.11		7,391.89
HISTORICAL EXPENSES	250.00	26.00	276.00		0.00
DEBT	657,500.00		656,000.00		1,500.00
INTEREST ON DEBT	107,740.00	(32,617.50)	74,622.50		500.00
SPECIAL ARTICLES	232,000.00		220,000.00	12,000.00	0.00
TOTAL GENERAL FUND	35,261,360.00	184,991.26	35,011,623.14	214,518.00	220,210.12
				220,210.13	
WASTEWATER SALARIES	188,880.00		187,022.50		1,857.50
WASTEWATER EXPENSES	995,030.00		931,623.70	63,406.00	0.30
WASTEWATER NON-RECURRING					0.00
INTERFUND TRANSFERS					0.00
TOTAL DEPT.	1,183,910.00	0.00	1,118,646.20	63,406.00	1,857.80
WASTEWATER SPECIAL ARTICLES					0.00
WATER SALARIES	388,451.00		378,804.24		9,646.76
WATER EXPENSES	1,451,016.00		1,371,862.87	7,400.00	71,753.13
WATER NON-RECURRING					0.00
INTERFUND TRANSFERS					0.00
TOTAL DEPT	1,839,467.00	0.00	1,750,667.11	7,400.00	81,399.89
WATER SPECIAL ARTICLES					0.00
SOLID WASTE SALARIES	122,228.00		122,007.97		220.03
SOLID WASTE EXPENSES	215,483.00		184,940.85	30,542.00	0.15
INTERFUND TRANSFERS					0.00
TOTAL DEPT.	337,711.00	0.00	306,948.82	30,542.00	220.18
TOTAL ENTERPRISES	3,361,088.00	0.00	3,176,262.13	101,348.00	83,477.87
TOTAL EXP GEN & ENTERPRISE FDS	38,622,448.00	184,991.26	38,187,885.27	315,866.00	303,687.99

Town Accountant FY2014 COMBINED BALANCE SHEET

	General Funds	Government Fund Types		Fund Types	Fund Types	Group	Totals
	General	Special Revenue	Capital Pro-jects	Enterprise	Trust & Agency	Gen. Long Ter Debt	Memoran-dum
<u>Assets</u>							
Cash & Cash Equivalents	4,039,198.48	2,021,246.95	100,504.18	1,707,514.08	2,286,062.97		10,154,526.66
Restricted Cash		602,056.00	318.93		646,676.88		1,249,051.81
Receivables:							
Property Taxes	1,088,845.54						1,088,845.54
Tax Liens	204,001.57						204,001.57
Excises	215,886.41						215,886.41
Community Preservation Act Taxes Re- ceivable							0.00
Utilities				4,012,519.79			4,012,519.79
Special Assessments	31,018.47						31,018.47
Other	6,117.15	886,811.98					892,929.13
Due from Other Governments	66,721.03						66,721.03
Taxes in Possession	120,461.50						120,461.50
Amt to be Provided for BANS			2,555,000.00				2,555,000.00
Amt to be Provided for Retirement of General Long Term Obligations						7,029,507.00	7,029,507.00
Other Amounts to be Provided						1,241,436.38	1,241,436.38
TOTAL ASSETS	<u>\$5,772,250.15</u>	<u>\$3,510,114.93</u>	<u>\$2,655,823.11</u>	<u>\$5,720,033.87</u>	<u>\$2,932,739.85</u>	<u>\$8,270,943.38</u>	<u>\$28,861,905.29</u>

Town Accountant
FY2014 COMBINED BALANCE SHEET

[illegible]

Town Accountant
FY2014 Employee Compensation-Gross Salary
Required by Town Bylaw Section 422
Municipal Departments-Non-Emergency Personnel

<u>SELECTMEN'S OFFICE</u>		
Robert A. Weitz	Town Administrator	\$110,024
Candace Ouillette Gaumond	Administrative Assistant to the TA/BOS	\$53,665
Herta Z. Dane	Human Resources Coordinator	\$67,663
Robert W. Russell	Chairman (May 2014)	\$4,623
Robert J Boilard	Selectman	\$4,576
Susan Bunnell	Selectman	\$1,201
<u>ACCOUNTING</u>		
JoAnne DeGray	Town Accountant	\$78,808
Nancy C. Johnson	Assistant Town Accountant	\$54,151
Diane M. Hamakawa	Accts Payable/Payroll Clerk	\$41,331
<u>ASSESSORS</u>		
Manuel D. Silva	Principal Assessor	\$77,503
Catherine A. Barnes	Asst. Assessor/Data Collector	\$47,012
Katherine J. Bruno	Administrative Assistant	\$34,739
Debbie Brennan	Part-Time Clerk	\$11,725
Lawrence G. Labarbera	Assessor	\$3,317
John M. Wesolowski	Assessor	\$3,430
Roger Roberge	Assessor	\$3,207
<u>COLLECTOR/TREASURER</u>		
Thomas P. Sullivan	Ass't Administrator/Collector Treasurer	\$90,968
Janet M. Costa	Assistant Collector	\$49,348
Lynne A. Frederick	Assistant Treasurer	\$51,463
Amy B. DeLisle	Collection/Customer Service Assistant	\$34,954
<u>INFORMATION TECHNOLOGY</u>		
Nathan A. Delong	Information Technology Director	\$87,013
John F. Sternala	Network Administrator	\$70,775
Karen Benoit	Administrative Assistant	\$21,268
<u>TOWN CLERK</u>		
Beverly J. Litchfield	Town Clerk	\$78,209
Carole J. Tardif	Assistant Town Clerk	\$49,021
<u>PLANNING</u>		
John M. Pearsall	Town Planner	\$77,503
Karen L. Benoit	Administrative Assistant	\$23,370

Town Accountant
FY2014 Employee Compensation-Gross Salary
Required by Town Bylaw Section 422
Municipal Departments-Non-Emergency Personnel

<u>CENTRAL DISPATCH</u>		
Shirley G. Rae	Dispatcher	\$67,247
David K. Clark	Dispatcher	\$50,608
Mark E. Duclos	Dispatcher	\$54,567
Linda J. Ely	Dispatcher	\$81,224
Anthony E. Gentile, Jr.	Dispatcher	\$82,896
Brian Kibbe	Dispatcher	\$43,517
Annie Watson	Dispatcher	\$12,383
Jeffrey T. Hastings Jr.	Part-Time Dispatcher	\$3,159
<u>INSPECTORS</u>		
Lance W. Trevallion	Building Inspector	\$78,103
Melissa A. Graves	Administrative Assistant	\$44,536
Bernard A. Sears	Plumbing Inspector	\$16,520
Edward E. White	Electrical Inspector	\$18,064
Sheileen M. Carlotto	Building Dept. Clerk	\$11,025
<u>TOWN PROPERTIES</u>		
Ronald N. Rauscher	Facilities Maintenance Manager	\$61,877
<u>SEALER WGTS & MEAS.</u>		
Gary B. Petzold	Sealer of Wgts and Measures	\$4,559
<u>DOG OFFICER</u>		
Michael H. Masley	Animal Control Officer	\$18,077
Dr. Dorsie Kovac	Town Veterinarian	\$1,000
<u>TREE WARDEN/INSECT CONTROL</u>		
David A. Graziano	Tree Warden/Insect Control	\$12,304
<u>HEALTH & TITLE V INSPECTOR</u>		
Lorri A. McCool	Health Inspector	\$10,998
<u>ENGINEERING</u>		
Edmond W. Miga	DPW Director/Town Engineer	\$105,167
William J. Sperrazza	Operations Manager	\$78,103
Tonya L. Basch	Asst. DPW Director/Asst. Town Engineer	\$77,808
Dena M. Grochmal	Engineering Assistant	\$49,621
Donna E. Daviau	Administrative Assistant	\$34,964
Krystine J. Viess	Administrative Assistant	\$25,446

Town Accountant
FY2014 Employee Compensation-Gross Salary
Required by Town Bylaw Section 422
Municipal Departments-Non-Emergency Personnel

HIGHWAY		
Gary R. Butler	Heavy Equipment Operator	\$50,538
Douglas R. Cutler, Jr.	Heavy Equipment Operator	\$45,803
Dennis H. Dumais	Heavy Equipment Operator	\$69,464
Timothy G. Grise	Heavy Equipment Operator	\$52,016
Jeffrey A. Lewis	Mechanic	\$68,579
Paul A. Maguire	Heavy Equipment Operator	\$50,860
Mitchell D. Opalinski	Heavy Equipment Operator	\$47,010
Vincent S. Pafumi	Heavy Equipment Operator	\$49,475
Richard W. Searles	Heavy Equipment Operator	\$43,812
Thomas C. Tassinari	Assistant Mechanic	\$51,785
Richard J. Vierthaler	Heavy Equipment Operator	\$53,118
WATER DEPT		
Michael S. Framarin	Water Superintendent	\$78,103
Lionel J. Duquette	Water Service Technician	\$60,257
Anthony L. Garceau	Water Service Worker	\$47,186
Robert G. Gibson	Water Service Worker	\$45,348
Kevin L. Laplante	Water Service Worker	\$52,852
Paul R. Willoughby	Water Service Worker	\$49,947
James Dunbar	Water Commissioner	\$150
Thomas Pilarcik	Water Commissioner	\$150
Mary McCarthy	Water Commissioner	\$150
WASTE WATER DEPT		
Daniel L. Gore	Wastewater Worker	\$49,298
Richard H. Zamora	W.W. Systems Technician	\$56,910
SOLID WASTE DEPT		
Robert R. Bisi	Solid Waste Worker	\$10,258
Bruce A. Strong	Solid Waste Worker	\$50,709
COUNCIL ON AGING		
Paula S. Dubord	Director of Elder Affairs	\$67,663
Lee A. Giglietti	Registered Nurse	\$12,957
Barbara Harrington	Social Services Coord/Vet's Admin Ass't	\$39,568
Mary Ellen E. Schmidt	Volunteer Coordinator	\$38,257
James S. Hiersche	Van Driver	\$4,874
VETERANS		
Richard J. Prochnow	Veterans Agent	\$9,041

Town Accountant
FY2014 Employee Compensation-Gross Salary
Required by Town Bylaw Section 422
Municipal Departments-Non-Emergency Personnel

<u>LIBRARY</u>		
Karen M. Demers	Library Director	\$64,341
Mary S. Bell	Assistant Reference Librarian	\$50,966
Susan Getchell	Administrative Clerk	\$10,157
Heidi B. Kane	Assistant Childrens Librarian	\$48,083
Susan C. Kent	Assistant Childrens Librarian	\$45,945
Tonya Menard	Administrative Secretary	\$30,336
Dorothy W. Moore	Assistant Reference Librarian	\$13,537
Cindy R. Rusczek	Technical Services Circulation	\$52,665
Debra A. Searles	Library Assistant	\$17,377
Elaine H. Wrubel	Childrens Librarian	\$53,698
Wayne K. Wrubel	Library Auto Technician	\$48,303
Rachel E. Hapgood	Assistant Childrens Librarian	\$428
<u>LIBRARY PAGES</u>		
Veronica M. Meschke	Library Page	\$3,700
Gail F. Wholley	Library Page	\$2,391
Ann E. Tousignant	Library Page	\$114
Lauren Kovarik	Library Page	\$91
<u>RECREATION</u>		
Bryan J. Litz	Recreation Director	\$77,503
Benjamin A. Sabbs	Assistant Recreation Director	\$15,287
Merrie W. Kaye	Administrative Clerk	\$31,033
Dominic Brady	Groundskeeper/HEO	\$42,342
Ronald P. Dobosz	Groundskeeper/Foreman	\$4,876
<u>PUBLIC ACCESS</u>		
Anthony Aube	Public Access TV Director	\$56,422
Paul A. Villano	Public Access Program Coordinator	\$14,713

Town Accountant
FY2014 Employee Compensation-
Gross Salary
Required by Town Bylaw Section 422
Wilbraham Police Department

Finance Committee

The Finance Committee consists of nine members of your community, appointed by the Board of Selectmen for three year terms. We have had new members join us and a few of us have served for many years. This balance of experience and “new blood” adds to our perspective as we evaluate the financial needs of the Town, working to maintain services in conservative economic times.

Finance Committee members each serve as liaison to one or more Departments in Town, meeting with Department Heads for a direct review of their budget proposals. Our work begins in earnest with the budget prepared by the Town Administrator and approved by the Board of Selectman early in the calendar year. We vote each budget individually, making changes where we feel it is appropriate. The Town Administrator and/or Assistant Town Administrator of Budgeting & Finance/ Treasurer/Tax Collector attend most of our meetings and serve as representatives of the Board of Selectmen during our deliberations.

A joint meeting with the Board of Selectmen occurs at the beginning and toward the end of the budget cycle to review any adjustments to the proposed budget that the Finance Committee may be recommending. It is the responsibility of the Finance Committee to present and recommend the budget at Annual Town Meeting. The Finance Committee looks to have agreement with the Board of Selectmen in advance.

A snapshot of our fiscal picture, going into the Town Meeting held May 12, 2014 was as follows:

- Free Cash certified at \$2.2 million dollars, the result of higher than expected local receipts, holding expenses low and conserving free cash from the prior fiscal year;

(Continued on page 41)

Name	Title	Gross Salary
Chief Roger Tucker	Chief	\$130,722
Timothy Kane	Captain	\$125,281
Robert Zollo	Captain	\$120,543
Daniel E. Carr	Sergeant	\$87,416
Glen R. Clark	Sergeant	\$81,989
Shawn Baldwin	Sergeant	\$95,472
Mark Paradis	Sergeant	\$97,062
Edward C. Lennon	Sergeant	\$93,182
Christopher C. Arventos	Patrolman	\$71,195
Joseph R. Brewer	Patrolman	\$84,813
Michael Cygan	Patrolman	\$71,960
Aderico P. Florindo	Patrolman	\$62,510
Thomas P. Korzec	Patrolman	\$59,077
Peter O. Laviolette	Patrolman	\$62,647
Christian A. Letendre	Patrolman	\$64,090
Daniel E. Menard	Patrolman	\$60,364
Thomas D. Motyka	Patrolman	\$60,685
Brent Noyes	Patrolman	\$62,885
Lawrence H. Rich, II	Patrolman	\$67,841
Jeffrey R. Rudinski	Patrolman	\$67,801
John P. Siniscalchi	Patrolman	\$62,973
Harold R. Swift, III	Patrolman	\$61,851
Justin Wall	Patrolman	\$74,441
Sean Casella	Patrolman	\$38,607
David Diogo	Patrolman	\$71,025
James E. Gagner	Patrolman	\$69,343
Administrative		
Lisa Bouchard	Admin. Assistant	\$50,176

Town Accountant
FY2014 Employee Compensation-Gross
Salary
Required by Town Bylaw Section 422
Wilbraham Fire Department

(Continued from page 40)

- Combined Reserve Funds in our stabilization accounts are just under \$1.9 million dollars;
- Fire Station Renovation complete and building in use.

Highlights of the proposed Fiscal Year 2015 budget:

- No override of Proposition 2 ½, (last override request May 2003;)
- Provided funding for continuation of Street Paving Program;
- Provided funding for Police Station Feasibility study;
- Provided funding for Senior Center Feasibility study
- Provided funding for Guardrail Replacement Program
- Provided funding for Assistant Fire Chief;
- 2 new Police Cruisers.

Our meetings are open to the public and broadcast on the Wilbraham Public Access channel. We welcome input from all citizens.

Finance Committee

Daniel Miles, Chairman
William R. Caruana
Walter Damon
John Guzzo
Michael Mannix
Nicholas P. Manolakis
Nancy Piccin
Anthony J. Scibelli
Colette Vogel

Name	Title	Gross Salary
Chief Francis Nothe	Chief	\$128,552.29
Captain David Bourcier	Captain	\$87,866.65
Captain Thomas Laware	Captain	\$82,496.38
Captain William E. Manseau	Captain	\$83,342.54
Captain Peter L. Nothe	Captain	\$104,555.79
Captain Thomas H. Shaw	Captain	\$92,986.63
Anthony E. Arventos	Private	\$105,075.06
Kevin M. Brown	Private	\$92,474.88
Paul M. Budaj	Private	\$73,911.34
Anthony V. Cerini	Private	\$109,679.65
Daniel J. Corliss	Private	\$81,492.19
Wendy W. Denning	Private	\$71,225.79
Jason a. Dimitropolis	Private	\$73,569.11
Patrick R. Farrow	Private	\$74,768.67
* Dane A. George	Private	\$108,398.92
Richard A. Hatch	Private	\$70,951.52
Christopher E. Houghton	Private	\$87,600.15
* Joshua N. Mullen	Private	\$79,325.09
Victor G. Robidoux	Private	\$70,451.37
James R. Royce	Private	\$82,347.95
Mathew W. Walch	Private	\$74,712.39
Jeffrey M. Witek	Private	\$74,838.26
Adam R. Hart	Private	\$51,122.76
John Fitzgerald	Private	\$44,527.21
Call Firefighters		
Mark Haryasz, Jr	Call Firefighter	\$238.00
Administrative Personnel		
Lena McCaffery	Adm. Assistant	\$42,397.00
*Maria Gildea	Billing Clerk	\$16,206.00
* Paid by Ambulance Fund		

Treasurer/Collector

The Treasurer/Collector's Office is responsible for the financial administration of all municipal funds, including cash flow analysis, all aspects of debt management, collection and reconciliation of receivables and cash, tax titles, payroll, trust funds, performance bonds, preparation of various fiscal reports and compliance with applicable federal and state laws. The Department also oversees the administration of employee benefits in retirement, the deferred compensation 457 plan, and the Section 125 Cafeteria plan. As Treasurer of the Town of Wilbraham, I also serve as the financial advisor to the Capital Planning Committee and forecast local receipts for the budget process. Additionally, I oversee the planning, designing, developing, and implementing new computerized financial applications for the Treasurer's Office, Collector's Office and other various departments. I am also the Tax Title Custodian for the Town of Wilbraham. As the Tax Title Custodian, I am charged with the care, custody, management and control of all property acquired by the foreclosure of tax titles.

The Treasurer/Collector's office is also responsible for the timely billing and collection of 95% of Wilbraham's operating revenues. This equates to the issuance of approximately 50,000 bills annually. The Department also functions as the disbursing agent for the Town of Wilbraham and issues in excess of 16,000 payroll and accounts payable payments annually.

An update of some of the Department's major activities that we have worked on is as follows:

- We are still waiting for our reimbursement from the Federal Highway Administration for the October 2011 Nor'easter which is approximately \$1,300,000. We have issued temporary debt to cover the \$1,300,000. We have received

a contract from FHA in the amount of \$1,186,074. We are anticipating paying the balance of \$113,926 from our free cash account.

- I was appointed to two new committees, the Police Station Feasibility Study Committee and Senior Center Feasibility Study Committee. We are working to bring both projects to the voters for their consideration.
- We have been working with the Massachusetts Gaming Commission on the proposed Springfield casino and its possible impacts on the Town of Wilbraham. To date, we have received \$50,000 in legal fee reimbursements and impact costs associated with the Town's status as a surrounding community to the casino. We have a signed agreement from MGM for Surrounding Community money to be paid annually for nine years once the casino is open and realizing a profit.
- Last year, we started the foreclosure process on 8 Dalton Street and 15 Magnolia Street for nonpayment of their real estate taxes. We can now report that delinquent taxes for 15 Magnolia Street were paid in full and the property was redeemed out of tax title. The process for 8 Dalton Street was put on hold for a time as the property owner had a buyer for the property. The sale has since fallen through. Therefore, we are once again proceeding with foreclosure. This year, we also started the foreclosure process on 2451 Boston Road as well.

The goal of the Treasurer/Collector's Office is to perform the duties required by the town in an efficient and courteous manner. This goal requires teamwork to be accomplished; and this would not be possible without the efforts of a great and friendly staff. I wish to thank Lynne, Janet and Amy for their outstanding

customer service and the work that they do for the Town.

I also wish to thank the residents of Wilbraham, the Board of Selectmen, the Finance Committee, the Capital Planning Committee and other Boards and Departments for their continued support and cooperation. Lastly, if you have any questions about the Department or its operations, please feel free to stop in and say "Hi" or call me at 596 - 2800, ext. 130. You can also check us out on the web at www.wilbraham-ma.gov.

Treasurer/Collector's Office

Thomas P. Sullivan, CMMC, CMMT

*Assistant Town Administrator for
Budget and Finance / Treasurer /
Collector (Jan. to Oct. 2014)*

*Interim Town Administrator (Oct. to
Dec. 2014)*

Lynne Frederick, Assistant Treasurer
(Jan. to Oct. 2014)

*Acting Treasurer/Collector (Oct. 2014
to Dec. 2014)*

Janet Costa, Assistant Collector

**Amy Delisle, Collection/Customer
Service Assistant**

Treasurer/Collector
Bank Balance As of June 30, 2014

CITIZENS	RECREATION	\$67,379.78
CITIZENS	GENERAL FUND	\$164,756.65
MMDT	CONSERVATION	\$28,644.73
MMDT	GENERAL	\$281,360.44
MMDT	STABILIZATION	\$0.00
MMDT	STABILIZATION-CAPITAL PROJECTS	\$0.00
MMDT	PEAK ROAD FUND	\$1,350.46
MMDT	DEACON WARRINER SCH FUND	\$829.53
MMDT	CHLOE BLISS STEBBINS FUND CHARITY	\$1,726.38
MMDT	TERCENTARY OBSERVANCE FUND	\$1,420.59
MMDT	SOLDIERS MONUMENT PK FUND	\$1,380.65
MMDT	CRANE PARK MEMORIAL FUND	\$3,645.67
PEOPLES SAVING BANK	GENERAL FUND	\$5,619,211.09
PEOPLES SAVING BANK	DEBT CARD ACCOUNT	\$3,000.00
PEOPLES SAVING BANK	STABILIZATION	\$1,571,929.08
PEOPLES SAVING BANK	DEA ASSET FUND	\$12,662.31
PEOPLES SAVING BANK	POLICE DRUG TRUST	\$10,687.75
PEOPLES SAVING BANK	COMMUNITY PRES ACT FUND	\$892,552.22
PEOPLES SAVING BANK	STABILIZATION-CAPITAL PROJECTS	\$202,226.96
PEOPLES SAVING BANK	250TH ANNIVERSARY FUND	\$9,334.87
PEOPLES SAVING BANK	CEMETERY TRUST	\$12,065.15
PEOPLES UNITED	GENERAL	\$31,107.98
TD BANKNORTH	VENDOR	\$1,295,187.18
TD BANKNORTH	CULTURAL COUNCIL	\$2,908.17
TD BANKNORTH	MONEY MARKET	\$13,908.41
UNIBANK	GENERAL FUND	\$648,347.49
UNITED BANK	CEMETERY TRUST	\$622.17
UNITED BANK	SCHOOL LOT FUND	\$798.29
UNITED BANK	O.P.E.B. LIABILITY TRUST FUND	\$27.30
UNITED BANK	CHLOE BLISS STEBBINS FUND-LIBRARY	\$569.47
UNITED BANK	GENERAL FUND	\$26.94
		-
TOTAL BANK ACCOUNTS		\$10,879,667.71
CERTIFICATE OF DEPOSIT	CEMETERY TRUST	\$33,000.00
CERTIFICATE OF DEPOSITS	O.P.E.B. LIABILITY TRUST FUND	\$324,891.33
		-
TOTAL CASH		\$11,237,559.04

Treasurer/Collector
Cash Paid July 1, 2013 to June 30, 2014

TAXES:	OUT- STANDING	COMMITTED	RE- FUNDS	TREASURER	ABATED & EXP	TRANS- FERS	OUT- STANDING
PERSONAL PROPERTY							
1994	\$2,653.00				\$2,415.79		\$237.21
1995	\$2,888.00						\$2,888.00
1996	\$2,611.00						\$2,611.00
1997	\$2,442.00						\$2,442.00
1998	\$3,058.00						\$3,058.00
1999	\$2,708.00						\$2,708.00
2000	\$2,402.00						\$2,402.00
2001	\$2,338.00						\$2,338.00
2002	\$358.00						\$358.00
2003	\$914.00						\$914.00
2005	\$280.00						\$280.00
2006	\$385.00						\$385.00
2007	\$1,139.00						\$1,139.00
2008	\$1,491.00						\$1,491.00
2009	\$1,822.00						\$1,822.00
2010	\$1,762.00						\$1,762.00
2011	\$3,080.00						\$3,080.00
2012	\$3,369.00						\$3,369.00
2013	\$3,950.00						\$3,950.00
2014		\$679,521.67	\$2,455.76	\$676,218.57	\$1,784.41		\$3,974.45
REAL ESTATE						TAX TITLE	
1990	\$616.00						\$616.00
1991	\$8,387.00						\$8,387.00
1992	\$993.00						\$993.00
2009	\$8,229.00				\$0.00		\$8,229.00
2010	\$10,042.00		\$2,417.75	\$412.84	\$2,417.75		\$9,629.16
2011	\$113,019.00	\$0.00	\$5,341.20	\$88,089.75	\$0.00	\$20,540.49	\$9,729.96
2012	\$242,736.00		\$5,640.63	\$135,864.21		\$21,472.29	\$91,040.13
2013	\$622,446.00	\$825.32	\$4,363.08	\$365,276.56	\$6,755.08	\$48,992.40	\$206,610.36
2014		\$31,581,166.42	\$39,044.10	\$30,757,581.36	\$150,226.89		\$712,402.27

Treasurer/Collector
Cash Paid July 1, 2013 to June 30, 2014

TAXES:	OUT- STANDING	COMMITTED	RE- FUNDS	TREASURER	ABATED & EXP	TRANS- FERS	OUT- STANDING
PREPAID TAXES	-\$49,165.00			-\$20,370.66			-\$28,794.34
CPA							
2009	\$101.00				\$0.00		\$101.00
2010	\$117.00		\$12.46			\$12.46	\$117.00
2011	\$846.00		\$55.13	\$608.45		\$171.89	\$120.79
2012	\$2,092.00		\$57.52	\$1,325.28		\$186.67	\$637.57
2013	\$5,539.00	\$4.70	\$43.28	\$3,520.14	\$81.70	\$448.12	\$1,537.02
2014		\$310,713.91	\$1,615.89	\$303,417.90	\$2,520.59		\$6,391.31
PAYMENT IN							
LIEU OF TAXES - 2013		\$2,535.06		\$2,535.06			\$0.00
MOTOR VEHICLE EX- CISE							
PRIOR YEARS	\$0.00	\$0.00		\$684.06			\$684.06
2008	\$2,783.00	\$0.00	\$0.00	\$175.83	\$2,607.50		\$0.33
2009	\$4,906.38	\$0.00	\$0.00	\$501.05	\$4,485.34		\$80.01
2010	\$6,089.00	\$0.00		\$675.95			\$5,413.05
2011	\$10,314.00	\$554.06	\$200.00	\$2,319.40	\$300.00		\$8,448.66
2012	\$24,155.00	\$533.75	\$944.39	\$11,658.40	\$1,048.03		\$12,926.71
2013	\$151,029.00	\$170,299.06	\$13,637.55	\$296,397.38	\$14,774.08		\$23,794.15
2014		\$1,824,539.36	\$14,567.12	\$1,640,597.67	\$29,843.37		\$168,665.44
FARM ANIMAL EX- CISE							
2013		\$375.21		\$356.76			\$18.45
APPORTIONED SEWER							
MAIN ST PROJ PD IN ADV	\$0.00	\$40,875.00		\$40,875.00			\$0.00
BETTERMENTS ADDED TO TAXES SEWER							
2014		\$0.00		\$0.00			\$0.00
BETTERMENTS MAIN STREET							
2011	\$545.00	\$0.00		\$545.00		\$0.00	\$0.00
2012	\$1,090.00	\$0.00		\$545.00	\$0.00	\$0.00	\$545.00
2013	\$3,339.00			\$2,793.70			\$545.30
2014		\$160,140.00		\$158,777.50			\$1,362.50
BETTERMENTS ADDED TO TAXES WATER							
2014		\$61.00		\$61.00			\$0.00

Treasurer/Collector

Cash Paid July 1, 2013 to June 30, 2014

TAXES:	OUT- STANDING	COMMITTED	RE- FUNDS	TREASURER	ABATED	TRANS- FERS	OUT- STANDING
COMMITTED INTER- EST SEWER							
PAID IN ADVANCE	\$58						\$58
2014	\$0			\$0			\$0
PAID IN ADVANCE MAIN STREET		\$648		\$648			\$0
2011-MAIN STEET	\$516	\$0		\$516		\$0	\$0
2012	\$984	\$0		\$492		\$0	\$492
2013	\$2,779	\$0		\$2,316			\$463
2014		\$123,922		\$122,832			\$1,090
COMMITTED INTER- EST WATER							
PAID IN ADVANCE		\$0		\$0			\$0
2014		\$27		\$27			\$0
LIENS ADDED TO TAXES SEWER							
2011	\$90	\$0		\$90		\$0	\$0
2012	\$1,427	\$0		\$912		\$0	\$515
2013	\$2,312			\$1,066		\$1,245	\$0
2014		\$8,075	\$48	\$6,713			\$1,411
LIENS ADDED TO TAXES WATER							
2012	\$213	\$0		\$133		\$0	\$80
2013	\$115	\$0		\$101	\$0	\$4	\$9
2014		\$4,842	\$84	\$4,492			\$434
POLICE FALSE ALARM LIENS							
2014		\$100		\$100		\$0	\$0
WATER DEPARTMENT						TRANS- FERS	
WATER RATES	\$20,367	\$1,779,046	\$56	\$1,743,527	\$4,669	\$3,402	\$47,871
SEWER DEPARTMENT							
SEF	\$0			\$0			\$0
SEWER USE	\$20,107	\$814,435	\$0	\$776,448	\$17,168	\$6,246	\$34,680
LANDFILL						TRANS- FERS	
2013	\$285,385	\$0	\$0	\$0	\$285,385		\$0
2014		\$442,415	\$120	\$165,705	\$220		\$276,610
ACCOUNTS RECEIV- ABLE:							
LIQUOR LICENSES	\$0	\$36,760		\$36,760			\$0
VETERANS SERVICES	\$53,894	\$59,376		\$46,549	\$0		\$66,721
SEWER PRIVLEDGE FEE							
TOWN & HIGH SCHOOL	\$1,456,240	\$0		\$91,015	\$0		\$1,365,225
SEWER PRIVLEDGE FEE INTEREST		\$72,812		\$72,812			\$0
TOTALS	\$3,054,386	\$38,114,603	\$90,704	\$37,544,697	\$526,703	\$102,723	\$3,085,570

Treasurer/Collector

[illegible]

Treasurer/Collector Fy'2014 Cemetery Report

STATEMENT OF TRUST FUNDS FY 2014							
	BALANCE 30-Jun-13	EXPENDABLE 30-Jun-13	NEW FY 2014	INTEREST & DIVIDENDS FY 2014	EXPENSES FY 2014	BALANCE 30-Jun-14	EXPENDABLE 6/30/2014
TOTAL CEMETERIES	\$42,523.91	\$5,011.33	\$1,291.26	\$1,872.14	\$0.00	\$45,687.31	\$6,883.47
THE VALUE OF STOCK DONATED BY ETHELBERT BLISS AS OF JUNE 30, 2014							
NAME	SHARES	PRICE	VALUE	NAME	SHARES	PRICE	VALUE
LSI LOGIC CORPORATION (LSI)	4	\$7.14	\$28.56	COMCAST CORP. (CMCSK)	54	\$53.33	\$2,879.82
FAIRPOINT COMMUNICATIONS (FRR)	1	\$13.97	\$13.97	ALCATEL - LUCENT (ALU)	14	\$3.56	\$49.84
ATT (T)	360	\$34.91	\$12,567.60	CENTURY LINK (CYL)	6	\$36.20	\$217.20
FRONTIER COMMUNICATIONS (FTR)	20	\$5.84	\$116.80				
VERIZON (VZ)	97	\$48.41	\$4,695.77	VODAFONE (VOD)	28	\$33.39	\$934.92
			TOTAL VALUE	\$21,504.48			
MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT	MISC FUNDS IN TRUST FOR	PRINCIPAL AMOUNT
PEAKE ROAD	\$434.90	CHLOE B. STEBBINS (LIBRARY)	\$100.00				
SCHOOL LOT FUND	\$641.74	TERCENTARY OBSERVANCE	\$250.00				
SOLDIERS' MONUMENT	\$1,000.00	DEACON WAHRNER SCHOOL	\$667.00				
		CHLOE B. STEBBINS (POOR FUND)	\$100.00				
		TOTAL MISC. NON-EXPENDABLE TRUST AMOUNT				\$3,193.64	
	BALANCE 30-Jun-13	EXPENDABLE 30-Jun-13	INTEREST FY 2014		EXPENSES FY 2014	BALANCE 6/30/2014	EXPENDABLE 6/30/2014
MISCELLANEOUS							
PEAKE ROAD	\$1,346.81	\$911.91	\$3.65		\$0.00	\$1,350.46	\$915.56
SCHOOL LOT FUND	\$796.69	\$154.95	\$1.60		\$0.00	\$798.29	\$156.55
SOLDIERS' MONUMENT	\$1,377.00	\$377.00	\$3.65		\$0.00	\$1,380.65	\$380.65
CHLOE B. STEBBINS (POOR FUND)	\$1,722.73	\$1,622.73	\$3.65		\$0.00	\$1,726.38	\$1,626.38
CHLOE B. STEBBINS (LIBRARY)	\$568.32	\$468.32	\$1.15		\$0.00	\$569.47	\$469.47
TERCENTARY OBSERVANCE	\$1,416.94	\$1,166.94	\$3.65		\$0.00	\$1,420.59	\$1,170.59
DEACON WAHRNER SCHOOL	\$828.03	\$161.03	\$1.50		\$0.00	\$829.53	\$162.53
TOTAL MISCELLANEOUS	\$8,056.52	\$4,862.88	\$18.85		\$0.00	\$8,075.37	\$4,881.73
TOTAL CEMETERIES AND MISCELLANEOUS	\$50,580.43	\$9,874.21	\$1,310.11		\$0.00	\$53,762.68	\$11,765.20
			INTEREST	TRANSFERS IN	TRANSFERS OUT		EXPENDABLE 6/30/2014
STABILIZATION FUND		\$1,265,152.54	\$6,776.54	\$300,000.00	\$0.00		\$1,571,929.08
STABILIZATION FUND CAPITAL PROJECTS		\$201,657.66	\$569.30				\$202,226.96
POLICE DRUG FUND		\$65,784.70	\$101.02	\$0.00	\$55,197.97		\$10,687.75
POLICE DEASSET FUND		\$12,626.66	\$35.65	\$0.00			\$12,662.31
CONSERVATION FUND	\$28,590.14	\$28,590.14	\$54.59			\$28,644.73	\$28,644.73

PUBLIC WORKS

Department. of Public Works

Every year, the Department of Public Works looks forward to submitting the Annual Report. The Department consists of five (5) divisions: Water, Wastewater, Solid Waste, Highway and Engineering.

The following list highlights accomplishments in each division.

Highway Division

The Highway Division is responsible for the maintenance of approximately 125 miles of roadways, drainage systems and all traffic and street signage. The Division is also responsible for all winter maintenance operations with the goal of safe roads for the motoring public. The Highway Division is made up of 1 foreman and 8 heavy equipment operators. In the shop, there are two mechanics whose primary responsibility is maintaining and repairing all Department of Public Works' vehicles and equipment.

Responsibilities of the Division:

- Winter Road Maintenance (Plowing and Salting)
- Drainage System Maintenance and Repair
- Town-Wide Street Sweeping
- Crosswalk/Stop Bar Painting
- Signage Manufacturing, Installation and Repair
- Road-Side Mowing
- Pavement Maintenance and Repair
- Equipment Maintenance and Repair

The Highway Division purchased a Roadside Mower and Street Sweeper to replace old equipment.

The Highway Division completed various projects throughout the Town including:

- Decorie Drive: Drainage improvements at various

outfalls as part of the Road Reconstruction Project

- Main Street: Improvements to site line issues as part of the Road Paving Project.
- Street Signs: Continued progress in replacing street name signs on our primary roads which meet Federal Highway Administration requirements.
- Guard Rail replacement and upgrade on Monson Road near Bolles Road

The following information below is a list of roadway improvements that were completed in 2014. The Highway Division, along with contracted services, performed preliminary improvements to structures and drainage systems associated with the pavement improvements. Approximately 10,000 tons of asphalt was paved as part of this contract at a cost of \$65.75/ton. The extensive road work required a substantial lawn restoration and road edge restoration which was performed by the Highway Maintenance Division.

Highway Employees

William Sperrazza

Superintendent of Operations

Dennis Dumais, DPW Foreman

Timothy Grise

Paul Maguire

Mitchell Opalinski

Richard Vierthaler

Vinnie Pafumi

Richard Searles

Jeff Lewis

Gary Butler

Douglas Cutler

Thomas Tassinari

ROADS PAVED 2014

Street	Location	Description of Work
Main Street	Fox Hill Road to Whitford Place	Hot in Place and Top
Bruuer Ave	Entire Length	Reclaimed, Binder and Top
Edward Street	Entire Length	Reclaimed, Binder, and Top
Decorie Drive	Birch Street to Cedar Oak Dr.	Reclaimed, Binder and Top
Birch Street	Entire Length	Reclaimed, Binder and Top
Daniele Drive	Entire Length	Reclaimed and Binder
Stony Hill Road	Springfield St. to Country Club	Reclaimed, Binder, and Top
Raymond Drive	Entire Length	Reclaimed, Binder, and Top
Maynard Road	Deer Run to Three Rivers Rd	Hot In-Place and Top
Glendale Road	Monson Road to Red Gap	Hot In-Place and Top
Main Street Sidewalk	Fox Hill Road to Whitford Place	Removed existing and Paved new sidewalk.

Wastewater Division

Flat Rate : \$270.60
Commercial Rate: \$5.00 per 100 cubic feet

Wastewater Employees

*Richard Zamora,
DPW Foreman/Technician
Daniel Gore*

The Division has two (2) full-time employees that maintain ten pump stations with 36 miles of sewer main and pump; an average of 420,000 gallons per day of wastewater to the City of Springfield for treatment. They respond to sewer backups in the road and pump station failure as well as perform daily maintenance activities. Staff will also investigate illegal sanitary discharges and inflow and infiltration.

The Wastewater Division is an Enterprise Fund and is self-supporting. You can help keep your rates stable and your system in good shape by not throwing grease or oil down the drain. Do not connect any sump pumps or stormwater drainage into the sewer system. If in doubt, please call us and we will try to assist you. These things really help you as well as everyone on the system.

Major capital expenditure was the purchase of a new sewer vac truck. This vehicle replaces an old truck the Town had for twenty-plus years. This truck is used to clean sewer lines and pump station's wet wells. We also use it in conjunction with cameraing the sewer lines.

The Wastewater Division was inspected by Department of Environmental Protection (DEP) in April of 2014. A review of the Town's system for compliance was the purpose of the inspections. Maps and reports were completed as requested by DEP.

The two main pump stations are the wastewater plant and River Road. Both locations are equipped with flow monitoring and sampling capabilities. With \$150,000.00 of retained earnings appropriated for pump stations and improvements, we continue to move forward with keeping our pump stations in good working order.

We are pleased to report that the rates have not changed since 2010
Residential Rate: \$4.10 per 100 cubic feet
Minimum charge: \$52.50
Maximum charge: \$492.00

Water Division

During 2014, the list of duties performed by the Water Division under the supervision of Michael Framarin, Water Superintendent, included, but was not limited to, maintaining the four water booster stations, 2.1 million gallon water tank and our corrosion control facility, as well as repaired four water breaks, nine new water service installations. Additionally, 65 fire hydrants were flushed and checked for proper drainage; three fire hydrants were replaced, over 50 main line gate valves were cleaned, checked for operation and exercised, 214 work orders of various tasks were accomplished, 114 testable backflow prevention devices were tested at least once per Mass. D.E.P. regulations, over 200 water samples were taken for water quality analysis and 3,300 meters were read during March, and, again in, September.

In 2014, the Town's total water usage was 404,459,000 gallons as measured by the Massachusetts Water Resources Authority (MWRA) master meter. This past summer was relatively cool with no long dry spells. July and August were warm, but there were rain showers and thunderstorms nearly every other day. The past two years water usage has been down approximately 10% from 2012, when July of that year was very hot and dry and property owners kept lawn sprinklers on.

The Massachusetts DEP Drinking Water Program granted the Water Division an extension of eighteen months to provide emergency standby electrical generators at the Brookmont and McIntosh Drives' water booster stations. The original requirement was to have generators operational by December 31, 2014, but a Federal Emergency Management Agency (FEMA) grant likely to be in place by the end of 2015, with a 75% reimbursement for the project. (Recently, DEP has extended the deadline to June 30, 2016.) This

funding will allow for permanent automatic emergency generators at the two booster stations rather than portable units.

Documents submitted to DEP in 2014, included dozens of water quality results forms, weekly chlorine residual, water pressure and pH charts, the Annual Statistical Report and Consumer confidence Report, (which was also mailed to every household and business in our service area.) Also, monthly state forms are sent in to DEP for documentation of water usage and chemical additions to our water.

The water main was extended seventy feet on Pease Street. The single two nozzle fire hydrant on the street was replaced with a three nozzle pumper style hydrant and relocated to the end of the street for flushing purposes.

On Daniele Drive, the water main was extended to supply water to a new three lot subdivision. This work was accomplished by the developer at his expense. The Water Division installed new water service laterals (one inch copper) to the property line of six existing homes on Daniele Drive that did not have Town water. This eliminated having to dig up the new road on Daniele Drive when these houses switch over from well water to Town water at a future date.

The Corrosion Control Facility (CCF) on Miller Street in Ludlow, Massachusetts, operated successfully in 2014 with only a few mechanical and technical problems. The most notable being the silicate transfer pump had to be rebuilt and a telemetry problem associated with Verizon Communication was corrected. Also, the Springfield Water & Sewer Commission (SWSC) relocated their existing fire hydrant that was in front of the CCF to a location in their easement just north of the CCF.

The four water booster stations (Glenn Drive, Brookmont Drive, McIntosh Drive and Old Orchard) had minor mechanical problems and were repaired as needed. The installation of a new outside lighting at the McIntosh Drive station being the most notable project.

Water Truck #4 was involved in a head on collision on Boston Road on August

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20, 2014. A Water Division employee was driving Truck #4 when another vehicle (sedan) crossed over into his lane causing the accident. The employee required medical attention and was placed on limited duty for several months. Since, the employee has returned to full capacity. Truck #4 (2001 Ford ¾ ton with utility body) was totaled. The Town received \$7,400.00 from insurance for the vehicle which will be used towards the purchase of a new vehicle in the future.

The Massachusetts Water Resource Authority (MWRA) has two forms of disinfection for the water you use. As of September 15, 2014, Ultraviolet Radiation (UV) treatment was added as another method to augment the primary disinfection (Chlorine). On November 12, 2014, the MWRA's Ware Treatment Facility was renamed and dedicated as the William A. Brusch Water Treatment Facility. All Chicopee Valley Aqueduct (CVA) water is treated at this facility. The CVA serves Wilbraham, Chicopee and South Hadley District #1. Complying with regulatory changes such as Ultraviolet Radiation (UV) disinfection, the building of the twenty-five million gallon covered water storage tanks at Nash Hill in Ludlow and the Pipeline Redundancy Project during the last seventeen years cost millions of dollars. The project's MWRA – FY 2016 assessment for Wilbraham is \$727,848.00 (approximately \$41,000.00 or 6% increase over FY 2015 actual assessment.) In 1997, our costs for Quabbin water were less than \$25,000.00. Now, the annual rate increase is more than Wilbraham would pay for an entire year's worth of water prior to 1998. It's no wonder the water rates continue their steep climb.

Water Division Employees

*Michael Framarin,
Water Superintendent
Robert Gibson
Anthony Garceau
Lionel Duquette
Paul Willoughby
Kevin LaPlante*

Water Rates as of October 1, 2014

Current Rates

\$4.12/100 cf	0-10,000 cf
\$4.32/100 cf	10,001 – 20,000 cf
\$4.52/100 cf	20,001 cf and up
\$61.80	minimum bill

Disposal & Recycling Center

The Disposal Recycling Center (DRC) is a Massachusetts Department of Environmental Protection (DEP) permitted transfer facility where residents can opt to bring their trash and recycling items. This facility is easily accessible and located off Boston Road, adjacent to the Fire Station. The DRC is operated as an Enterprise Fund, solely supported by the users.

In Fiscal Year 2014, there were 1,770 customers that generated 740 tons of trash and 527 tons of recyclables. Your fees are used to pay private haulers, Covanta Springfield, LLC in Agawam for disposal costs, and all operating and maintenance costs associated with the transfer station. At the DRC site we recycle in general (i.e. Books, bottles, cans, glass, metal, grass, leaves and brush.)

We are excited to report that we successfully negotiated a new three year contract with Covanta Springfield, LLC in Agawam, for the disposal of trash. An initial savings of \$19.00 per ton disposal cost helps reduce impacts on the budget as other costs increase.

DRC HOURS OF OPERATION

Sunday	12pm-5pm
Monday	Closed
Tuesday	Closed
Wednesday	7am-3pm
Thursday	Closed
Friday	7am-3pm
Saturday	7am-5pm

A Regional Household Hazardous Waste Day was held at the Minnechaug Regional High School in September, 2014. Collections were by appointment. In order to participate in the event, residents were required to be a member of the Wilbraham DRC. Users took advantage of this service at no additional cost to them. It was a success and we intend to do it again

in 2015.

With a proposed solar project being planned, the Department of Public Works (DPW) prepared the landfill area to accept the project. We moved the metal drop off area, graded the compost area, cleaned drainage swales and performed extra maintenance activities around the capped area. As always, we continue to perform groundwater and gas point monitoring as well as to perform required site inspections with follow up reports sent to DEP.

DRC/Solid Waste Division Employees

*Robert Bisi
Bruce Strong*

PAY AS YOU THROW PROGRAM CURRENT RATES

Sticker Fee	\$100.00
Senior Rates	\$85.00
Bag Fee 33 gallon	\$2.25
Bag Fee 16 gallon	\$1.25

Engineering Division

The Engineering Division is the liaison between residents and the Public Works Divisions. Engineering works cooperatively on projects with other Town Departments, Town organizations, State and Federal agencies, and other municipalities. Engineering provides the technical support for Public Work's related activities within the Town including, but not limited to, construction projects, drainage problems, potholes, water/sewer billing, septic systems, storm water permits, traffic related signage concerns, road damage, potable water issues, public sewer problems, snow removal, roadside mowing, solid waste/Disposal and Recycling Center, traffic and Town mapping (GIS).

While managing the Department of
(Continued on page 52)

(Continued from page 51)

Public Works (DPW) projects. Engineering is also responsible for providing customer service to the Town residents such as updating the information; project updates, providing available forms and applications, licensed contractors for water, sewer, and septic system installations as well as storm water and DRC updates posted on the DPW website. In 2014, Engineering logged, tracked, and responded to thousands of service requests. The Department takes pride in working with the public and encourages residents to stop in or call.

The Engineer Department is pleased to participate in the Minnechaug Regional High School's Career Internship Program for students. This year, we had the honor to work with Olivia Hicklen and Bridget Tarpey. We enjoyed our time with them and wish them well in their future endeavors.

The following is a list of some statistics from daily business activities completed within the Division:

Woodland Dell Project	Completed
Massachusetts Emergency Management Agency Grant: Bruuer Pond Project	-
Massachusetts Emergency Management Agency Grant: Thayer Tree Project	-
Drainlayers' (Sewer Installers') Licenses	9
Pavement Cut/Stormwater Permits and Inspections	76
Residential Inquiries Reported and Investigated	2,800
Sanitary Sewer Connection Permits and Inspections	7
Septage Haulers' Licenses	5
Septic System Installers' Licenses	22
Water Installers' Licenses	4
Water and Sewer Semi-Annual Bills	3,484
Water Backflow Bills	42
Trash Haulers' Licenses	5

Members of the Engineering staff are responsible for attending and participating in various meetings including, but not limited to, Board of Selectmen, Planning Board, Conservation Commission, Water Commissioners, Sewer Advisory Board, Massachusetts Water Resource Authority,

Members of the Engineering staff are also members of the following organizations:

- Stormwater Committee.
- Joint Transportation Committee at the Pioneer Valley Planning Commission
- Geographic Information System Committee
- Transportation Improvement Project Sub-Committee
- Local Emergency Planning Commission
- Traffic Safety Committee
- Tri County Highway Superintendents
- Mass Highway Association
- Central Massachusetts Regional Stormwater Coalition

Finance Committee, Capital Planning Committee, Community Preservation Committee (CPC), Department Head and Financial Staff meetings.

The following is a list of highlighted activities and accomplishments in 2014:

Bruuer Pond/Sevey Park Enhancement Project: DPW and the Conservation Commission jointly received Community Preservation Act (CPA) funding to restore recreational and open space uses on the property, which included selective tree removal, cutting back and reestablishing vegetation, upstream brook bank stabilization, dredging sediment within the pond, restore and make improvements to the pond and park (i.e. tree and brush removal, brook bank stabilization, pond sediment removal, tree and bush replanting.) Many thanks to CPC, DPW staff, the Lumberjack Club, The Rotary Club, the 250th Anniversary Committee, Carmine Angeloni, Tetreault and Sons, Northern Tree, Gagliarducci, Arthur Allen, Weston & Sampson as well as various residents that have given support to this on-going project. DPW and Conservation Commission will continue to work collaboratively with volunteer groups, MADEP and Army Corp of Engineers to maintain forward progress.

Thayer Brook Forest Management Project: Received CPA funding for a forest management project at the Thayer Brook Conservation Land. The Town contracted with Carmine Angeloni, the Licensed Forester, and Rocky Mountain Wood, the

Licensed Timber Harvester, to complete the project in 2015. Forest Management is needed on Town Land to provide a multitude of forest benefits to include watershed protection, fire hazard management, remove diseased trees to start regeneration of new growth, promote disease resistant trees, and protect wetland quality and wildlife habitat. Forest Management is considered to play a large role in the improvement of water quality and sequestration of atmospheric carbon. Improving the health of the forest will also reduce the amount of tree damage caused by weather similar to the 2011 storm events.

Wilbraham Landfill Solar Power Project: Worked with a consultant and other Town staff to finalize a permit allowing the installation of a solar array on the landfill.

Central Massachusetts Regional Stormwater Coalition (CMRSC): Continued to work collaboratively with the Central Massachusetts Regional Stormwater Coalition to prepare for upcoming Phase II Stormwater Regulations.

Stormwater Phase II Project: Continued mapping the stormwater infrastructure and inventorying outfall condition.

Sign Inventory Project: Worked with Senior Work Off Abatement staff to GPS and inventory Town road signs in preparation from upcoming sign replacement regulations.

FEMA Hazardous Mitigation Grant: Contracted with Gomes Construction and finished the Woodland Dell Drainage Improvement Project.

Road Resurfacing Projects: Prepared the necessary bid documents for 2014 road resurfacing and drainage projects as well as the Chapter 90 reimbursement paper work. This year, Engineering contracted two types of road resurfacing projects involving highway rehabilitation and asphalt paving. The goal is to find the most cost effective pavement management practice for each road.

Casino Task force: Participated in the review of local impacts the proposed casinos will have on the community. Two casino proposals

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(Continued from page 52)

were considered and both had different impacts. In the end, MGM Casino in Springfield prevailed.

Geographic Information System (GIS): Worked with Tighe & Bond to develop a mobile GIS application that will enable DPW staff to access critical record map information in the field on mobile devices. DPW staff continued to map the Town utilities including drainage, water and sewer infrastructure. Zoning, road edge, building footprints and other associated planimetric features were updated on a regular basis.

Main Street Sidewalk Project: Worked cooperatively with DPW staff and Palmer Paving to remove and replace over 3,000 feet of bituminous sidewalk from Fox Hill Drive to Whitford Place. Associated road realignment and drainage repair was included.

Wastewater Pump Stations: Began the lengthy procurement of various pump station improvements that will be completed in 2015.

Engineering Division Employees

Edmond W. Miga, Jr., P.E.

DPW Director/Town Engineer

Tonya L. Basch, P.E.

Assistant DPW Director/Engineer

Dena Grochmal, Engineering Assistant

Donna Daviau, Administrative Assistant

Krystine Viess, Administrative Assistant

Conclusion

The five Divisions within the Wilbraham Department of Public Works (DPW) provide important services used daily by the residents. DPW strives to always move forward every year and make improvements in each of its Divisions. Staff continue to do an excellent job providing the best possible service to our residents.

We want to thank all the Committees and people of Wilbraham for all their cooperation and help to make Wilbraham a better place to live.

Tree Warden

As Tree Warden, I have been continuing to work very closely with senior Arborists from our utility company, National Grid. Town owned trees that are



*Maynard Road in Wilbraham, Massachusetts.
Photo courtesy of K. Benoit and IT Department.*

considered hazardous or a public safety risk and that are within the three-phase wires are, in most cases, the responsibility of the Grid. I have responded to numerous inquiries from Town residents and have referred these tree removal and trimming projects to National Grid. I am pleased to report that we have saved the Town over \$ 16,000 in Tree removal and takedown costs over the past two years.

I am continuing to work with the Town's contracted tree professionals, Northern Tree Service. I consult with Northern Tree Service's senior arborist, Don Pease, on specific tree issues as they arise. I also oversee tree take down and trimming projects/operations throughout the Town.

I also continued a project with the Wilbraham Women's Club again this year, which consists of planting trees along open areas on Soule Road, just past Soule Road School.

I recently submitted a proposal to the Community Preservation Committee to seek Community Preservation Act funding. The project is a public awareness project aimed at making Wilbraham residents aware of invasive, tree-damaging insects that pose a threat to our urban forest here in Wilbraham.

On a day to day basis, I am responding to Town residents regarding Town tree issues

that may impact Public Safety. I meet with residents, make assessments concerning the health and conditions of trees, and determine if trees should be trimmed, removed or require other preventative maintenance.

My long-term goal is to preserve and protect Wilbraham's urban forests, all community trees within the Town's right of ways, trees in Town parks, schoolyards and common public areas.

Wilbraham's Tree Warden is a member of Massachusetts Arborist Association and the International Society of Arboriculture.

David Graziano, Tree Warden

Did you Know?

Boston Road, also known as Route 20, is owned by the Commonwealth of Massachusetts and not the Town of Wilbraham.

BUILDING & LAND USE

Agricultural Commission

The Wilbraham Agricultural Commission (AgCom) is enthusiastically committed to its mission to “*represent the farming community, encourage the pursuit of agriculture, promote agriculture-based economic activities, and preserve, revitalize and sustain the Town's agricultural businesses and lands.*”

The AgCom was excited in 2014 to recognize the substantial support of Wilbraham citizens of locally grown produce. Citizen memberships in farm “Community for Sustainable Agriculture” (CSA) programs increased dramatically. And multiple Farmers’ Markets remain active.

Town-owned lands continue to be maintained in agricultural use by a collaboration of relevant Town Boards, Commissions, Committees, Trusts and local farmers. The agricultural value of town-owned “municipal use” lands has been validated and increased by these efforts.

The AgCom collaborated with the McDonald Nature Preserve to plant a Town “pumpkin patch” on part of the Preserve’s upper field. Minnechaug Regional High School’s “Lumberjack’s Club” helped plant the pumpkin patch. The goal of this Town Pumpkin Patch was to grow enough pumpkins and gourds to offer to Wilbraham citizens free of charge. The 2014 crop did not yield enough pumpkins to reach this goal; however, the AgCom will actively support an improved effort in 2015.

Thanks to all Wilbraham supporters of agriculture – farmers and backyard gardeners alike.

Agricultural Commission

Robert Anderson, Chairman
Maura Lessard (Jan.-May 2014)
Robert Matthews
Chrysler Szarlan
Judy VaRaale

Building Department

Lance Trevallion has been the Building Inspector/Zoning Enforcement Officer for the Town of Wilbraham for over 16 years. Administrative Assistant Melissa Graves has been working with Lance for almost 11 years. Sheileen Carlotto joined the Department in 2013, and has been a great asset for the daily challenges of keeping the office organized.

In 2014, the Building Department saw an incredible increase in roof-top solar panel installations; so much so that the Building Inspector put a 30 day review process in place. Stamped Engineered drawings must be submitted with all solar panel installations to verify that the dwelling can sustain the extra weight on the roof. There are pros and cons when it comes to installing roof-top solar panels; so consumers really need to research options prior to signing a contract.

A new self-store facility was constructed on Boston Road as well as many renovation projects to area

restaurants. The reality show *Restaurant Impossible* came to Wilbraham to complete a makeover to Abudanza Restaurant with outstanding results. New construction of single-family homes went from eighteen in 2013 to thirty-nine in 2014, which resulted in a substantial increase in inspections conducted by the Building Department.

Both the Electrical and the Plumbing/Gas Inspectors work part-time for the Town. Bernie Sears has been inspecting plumbing and gas installations for the Town of Wilbraham since 1998. Edward White began working as the Electrical Inspector in late 2013, and has been doing a great job keeping up with the numerous inspections throughout 2014. The steep increase in roof-mounted solar panel systems has kept him quite busy.

The Building Department also processes applications for annual inspections for occupancy of public

(Continued on page 55)

Residential Permits	#	Fees	Cost
New Construction	39	\$68,334.00	\$10,597,000.00
Roof/Siding/Windows	148	\$8,628.00	\$1,763,558.74
Additions	20	\$7,778.00	\$1,256,020.00
Alterations/Renovations	85	\$19,833.82	\$2,568,008.16
Solar Panel Installation	31	\$6,100.00	\$1,086,748.00
Insulation	100	\$5,005.00	\$278,057.10
Deck	26	\$2,700.00	\$157,352.00
Garages	2	\$366.00	\$61,000.00
Accessory Bldgs./Sheds	27	\$1,946.00	\$261,087.94
Swimming Pools	12	\$850.00	\$275,500.00
Sheet Metal	11	\$540.00	\$89,686.28
Demolitions	1	\$100.00	\$16,000.00
Wood/Pellet Stoves	35	\$1,730.00	\$100,441.55
Swim. Pool Demolition	3	\$150.00	\$7,600.00
Total	540	\$124,643.82	\$18,518,059.77

Commercial	#	Fees	Est. Const. Costs
New Construction	1	\$2,196.00	\$366,000.00
Roof/Siding/Windows	1	\$100.00	\$5250.00
Alterations/Renovations	17	\$4,010.00	\$200,814.00
Additions	1	\$3,602.00	\$600,250.00
Signs	28	\$1,450.00	\$49,780.00
Decks	1	\$250.00	\$4,500.00
Sheet Metal	4	\$250.00	\$22,300.00
Demolition	1	\$100.00	\$8,300.00
Temporary Tents	8	\$385.00	xxx.xx
Total	62	\$12,343.00	\$1,257,194.00
Municipal	#	Fees	Est. Const. Cost
Alteration/Renovation	1	\$240.00	\$40,000.00



Photo Courtesy of Karen Benoit, IT Dept.

Bldg. Permits Fees Collected Inspector: L. Trevallion

603 \$136,643.82 Inspections – 1600+

Plumbing/Gas Permits Inspector: Bernie Sears

395 \$21,640 Inspections – 700+

Electrical Permits Inspector: Edward White

377 \$24,200 Inspections – 700+

(Continued from page 54)

buildings. These inspections are required annually to insure safe emergency exits, maximum occupancy numbers and exit lighting. This includes all schools, churches, restaurants, day care centers, gyms and any other location that the public would gather and/or visit. In the year 2014, Inspector Trevallion and Fire Captain David Bourcier inspected 72 locations, including 12 buildings at the Wilbraham & Monson Academy, Wilbraham Municipal Buildings and 17 restaurants. The total fees collected in 2014 were \$1870.00.

Building Department

Lance Trevallion

Building Inspector/Zoning Enforcement Officer

Bernard Sears, Plumbing/Gas Inspector

Edward White, Electrical Inspector

Melissa Graves, Administrative Assistant

Sheileen Carlotto, Building Department Clerk

Community Gardens

When I took over coordinating the Wilbraham Community Garden nine years ago, little did I know how much planning went into running a “simple” garden. The planning begins well before the frost is out of the ground. The numerous seed catalogs start coming in the mail in January; and by March over half the plots available are spoken for by either returning gardeners or folks who want to give it a try. By April, I am planning the Spring Sign-Up Meeting and Annual Plow Day. May has to be the busiest month for garden planning with everyone getting spring fever and wanting to get their plants in the ground. I always tell folks that Memorial Day weekend is usually safest to wait until for planting. By mid-summer, all the veggies catch up with each other; and we usually get a bountiful harvest throughout the fall. We have a fun-filled fall picnic with gardeners bringing something prepared with at least one item from their garden. The variety of food is fabulous, ranging from soups to desserts.

There are many advantages to growing and harvesting your own food. You plant exactly what you like and perhaps a few extra items that you want to try for the first time. Why not attempt to grow those specialty items instead of paying high prices at the grocery store. We have numerous families that get together and rent several plots, sharing the responsibilities and the rewards. A Community Garden creates opportunity for recreation, exercise, therapy and education. Having a garden plot encourages self-reliance, provides nutritious food for your family and reduces a family’s annual food budget.

The Wilbraham Community Garden applied for and was approved at the 2014 Town Meeting for Community Preservation Funds to construct a greenhouse on the property. Several factors affected the style and size of the greenhouse because the structure will be open to the public. Those factors involve having the structure comply with the American’s with Disabilities Act and building codes, like wind and snow load. It will also have to be secure from burglary and

(Continued on page 56)

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vandalism. In addition to the CPA funds, we also received a \$1,000.00 grant from New England Grassroots Environmental Fund to help with associated costs of constructing the greenhouse. Construction of the greenhouse began in late summer and was completed in the fall. Plans for utilizing the structure to its fullest potential will be discussed at the spring meeting.



*Community Garden. Photo Courtesy of
Melissa Graves, Coordinator*

We had the 8th annual “Plowing the Community Garden” event in May that included having the Eastern Connecticut Draft Horse Association plow the garden with their teams of horses. We had the biggest year yet with over a dozen vendors selling everything from homemade jewelry to unusual bird houses in addition to the plant vendors selling seedlings and flowers. Horse-drawn hay rides by Mainely Drafts from Ludlow were, once again, enjoyed by many spectators. Cameron Sutphin, a local singer and guitarist, joined us for the second year in a row and entertained the crowd at lunchtime. He was a big hit and took many requests from the audience. The 9th Annual “Plowing the Community Garden” will be held May 2, 2015.

Garden plots are available on a first-come, first-served basis with priority given to returning gardeners. New and returning gardeners are invited to attend the annual spring sign-up meeting held at the Wilbraham Town Hall prior to the growing season. The exact date of the meeting is published in the local newspaper. Garden plots are approximately 25’ x 50,’ and the annual rental cost is \$25.00 per plot. There is water on-site as well as a portable toilet during the growing season. If you are interested in joining us at the Wilbraham Community Gardens, or if you would like more information, you may contact the Garden Coordinator, Melissa Graves, in the Conservation Commission Office at 596-2800, Ext. 204.

Community Garden

Melissa Graves

Community Garden Coordinator

Conservation Commission

The Conservation Commission met twenty-two times in 2014. The submitted projects ranged from a simple review for cutting down a single tree to a complex review for a new single-family home. While development has slowed down substantially, the Commission has been busy responding to enforcement matters and several emergency certificates.

A Forest Management Plan was created and implemented for the Town-owned property known as Thayer Brook. The Plan was put out to bid for the forest cutting portion and local forester Rocky Mountain Wood was the high bidder coming in at \$27,000 to be paid to the Town for products removed. The project began in late December and will be completed in the early spring of 2015. There are several other Town-owned properties that are being reviewed for forest management.

Another very noticeable project that occurred in 2014 was the implementation of Phase 1 at Sevey Park/Bruuer Pond. Phase 1 included the thinning of trees and brush surrounding the pond. Several meetings were held prior to the first tree coming down. There was a large stand of Ash Trees in a variety of different health conditions. It was favorable to remove those trees because of the potential of the Ash Boring Beetles infesting them and making the tree a danger to the public. Danielle Desmarais, Town resident, submitted a project for replacing the Purple Martin bird house on the pond. Ms. Desmarais has met with the Commission on several occasions to discuss the future of the pond and its sur-

roundings. A draft of the Bruuer Pond/Sevey Park Restoration Concept Plan is available to look at on the Town website.

The Commission encourages the use of conservation land for passive uses including hiking, biking, skiing, photography and horseback riding. The use of motorized vehicles is not permissible on any Town-owned property. While the majority of motorized vehicles seemingly do not harm the environment, there are some that do, including damage to stream beds, wetlands and wetland buffer zones.

The Annual Deer Hunting Program has diminished in popularity over the past couple of years with only 148 permits issued to hunt on Town-owned property. The annual limit for permits is 200. The Town implemented this program several years ago to help reduce the risk of deer/car accidents. There are seven Town-owned properties included in the program including the White Cedar Swamp, Rice Nature Preserve, Thayer Brook, Sunrise Peak, The Bellows, Mill Pond/Danforth Farm and Twelve Mile Brook. Only archery hunting of deer is allowed on those parcels. A permit for hunting on private property is required and permissible through the Town Clerk’s Office.

The Conservation Commission generally meets on the second and fourth Mondays of each month at 7:00 PM in the Town Office Building. The agenda is posted at least 48 hours in advance at the Town Hall and on the Town website. Interested people are always welcome and encouraged to participate. The office which is located in the Wilbraham Town Hall is open Monday-Friday, 8:30a.m. – 4:30 p.m.

Conservation Commission

Christopher Brown, Chairman

Robert McMaster

James Robert

Stoughton Smead

George Reich

Thomas Reavey

Paul Ekness

Melissa Graves

Administrative Assistant

Open Space and Recreation Committee

Mission Statement

**Preserve significant open space by
investigating, educating, planning and cooperating.**

The Open Space and Recreation Committee (OSRPC) collaborated with the Wilbraham Hiking Club to develop and publish a Town Trails brochure and to put up more trail signage. Wilbraham Hiking Club volunteers also cleared and re-marked the Underpeak Trail at the Rice Preserve. In addition, the Wilbraham Hiking Club participated in a region wide Pioneer Valley



Outdoor Fair and honored its 1000th hiker.

The OSRPC Committee established a plan to seek conversion of the 68V-C Brainard parcel from municipal land to open space. Co-chairs met with the Conservation Commission and the Selectmen to discuss this issue. The Conservation Commission and Selectmen then walked 68V-C with OSRPC members; later, the Conservation Commission voted to support the effort, and the Selectmen agreed to put the conversion request on the 2015 Town Warrant.

The OSRPC heard a proposal from Silo Farms Associates to sell the Town a 51 acre Mount Marcy parcel which contains the highest point in Town. A second option was to purchase only the peak of the mountain. The Committee walked the site in March of 2014. A proposal by the Minnechaug Land Trust to apply for a Land Grant and 2015 CPA funding for a limited development option on Mt. Marcy was later presented to the OSRPC and received unanimous support.

The OSRPC was asked to update the open space/conservation land history since 1963

for a book on the Town's history, edited by Joan Paris. The OSRPC met with the Conservation Commission to discuss collaborating on their chapter. OSRPC members and a member of the Conservation Commission gathered the data which was then written up, edited and sent to Ms. Paris. At the end of 2014, the book was in the final stages of publication.

To inform the public, OSRPC wrote articles for the Wilbraham Times about spring hiking, the Boy Scouts building a connector trail between 12 Mile Brook and Crane Hill trails, and the annual informational Hessel's Hairstreak hike.

After years of collaboration by OSRPC members and Town officials, the OSRPC updated plan, which gives the Town the opportunity to apply for State land grants, was sent to the State for approval. The state granted conditional approval until 2021 with minor revisions. The revisions were completed in the summer of 2014, and final approval was granted.

The OSRPC applied for, and was awarded, a 2014 CPC grant to build a kiosk at the 12 Mile Brook Trail entrance and to procure trail paint and signage for other Town trails.

The OSRPC worked with the Minnechaug Land Trust, the Conservation Commission and the Planning Department to come up with a plan to oversee private groups using Town open space and conservation properties for various events. The OSRPC also worked with the Town's



Engineering Department on the Thayer Brook cleanup.



OSRPC and Wilbraham Hiking Club members attended the Mass Trails Conference and learned much about American Disability Act (ADA) accessible trail development and available funding for it. The OSRPC Co-Chairs and the Town's Recreation Director scouted possible Town trails for adding an ADA accessible trail; and then met with the Planning Department on this project.

Open Space and Recreation Committee

***Joe Calabrese, Co-Chair
Jay Taylor, Co-Chair
Cathy Callaghan, Secretary
Judi Epstein
Charles Phillips
Margaret Connell
Walter Damon
Brian Fitzgerald
Steve Lawson
Tracey Plantier
Judith Theocles
Murray Watnick
Edna Colcord***

Planning Board

The Planning Board is composed of five members elected to overlapping five-year terms and one associate member appointed to a three-year term. Members of the Planning Board proudly serve the community and receive no compensation.

The Planning Board is responsible for overseeing land-use planning in the Town of Wilbraham.

Working in close cooperation with the Planning Director and the Building Inspector/Zoning Enforcement Officer, the Planning Board studies the resources and needs of the Town, particularly conditions

affecting public welfare and safety related to land use and development. The Board is authorized to develop the Town's Master Plan to guide growth and make recommendations to ensure that development is consistent with the Master Plan. As the main author and "custodian" of the Town's Zoning By-Law, the Board is responsible for conducting public hearings and making recommendations on proposed amendments to the Zoning By-Law, which must be approved by Town Meeting. The Board also regulates the subdivision of land and the construction of new roadways, grants site-plan approval and special permits for various land-use proposals required by the Town's Zoning By-Law, and reviews all petitions for variances and other zoning matters filed with the Zoning Board of Appeals.

During 2014, the Planning Board met 19 times, scheduled 25 appointments and held 13 public hearings, addressing a wide variety of issues and opportunities facing our community. We are pleased to submit a summary of our activities and accomplishments in 2014.

Development Activity

The Planning Board was kept busy dealing

with the various residential and commercial projects proposed in the Town during the past year as follows:

- The Planning Board approved seven non-subdivision plans submitted by property owners. These are plans that revise existing property boundaries or divide land along existing road frontage and do not require subdivision approval.



- The Planning Board endorsed final plans for an approved subdivision titled "Daniele Drive Extension" which consists of 3 lots fronting on a new cul-de-sac under construction at the end of Daniele Drive. The Planning Board also continued to monitor work in the other three approved subdivisions under construction: Stonington Park, Washington Heights and North Hills Lane.
- The Planning Board conducted public hearings on seven special permit zoning applications: one accessory in-law apartment at the Kelly residence located at 495 Mountain Road; one oversized detached accessory building at the Baltazar residence located at 540 Glendale Road; an amendment to a special permit expanded parking area with site lighting and storm drainage at the Balise Ford of Wilbraham dealership on property located at 1979 Boston Road; an amendment to the Cedar Ridge PURD located at 404 Stony Hill Road to allow the construction of a new Area E consisting of 12 detached single-family condominium units and Oaks Farm Lane, a proposed cul-de-sac

accessed from Cedar Ridge Drive, on 3.35 acres located at 392-396 Stony Hill Road; one oversized detached accessory building and Ridgeline and Hillside District review at the Pelletier residence located at 418 Mountain Road; accessory garage space exceeding 1,100 square feet at the Baltazar residence located at 172 Stony Hill Road; an amendment to allow the redivision of existing Lots 5, 6 and 7 owned by the applicant into new Lots 11, 12, 13 and 14 within the Crane Hill Estates subdivision located on Squire Drive.

• The Planning Board conducted public hearings on two site plan approval applications: to allow the construction of a 4,010 square foot addition to the rear of the existing Evangel Assembly of God church including associated site work on property located at 348 Stony Hill Road; and to allow the development of an approximately 925 kilowatt (DC) large-scale, ground-mounted solar energy system consisting of approximately 3,000 solar photovoltaic panels on approximately 4 acres of land situated on top of the capped municipal landfill located at 2720 Boston Road.

- The Planning Board reviewed and provided written recommendations on three referrals to the Zoning Board of Appeals.

Zoning By-Law Amendments

At the Annual Town Meeting, voters adopted three amendments to the Zoning By-Law sponsored by the

(Continued from page 58)

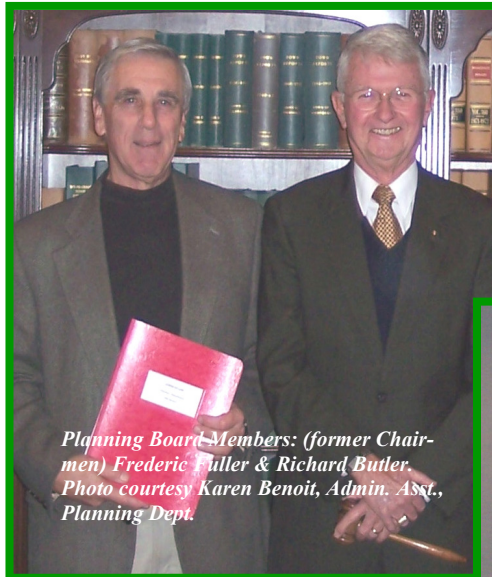
Planning Board. The first amendment revised the existing definition and use regulations for Special Event Signs in Sections 12.2 and 12.9.2 and added temporary Grand Opening Signs to the list of exempted signs that are allowed by right without a sign permit in Section 12.4.12. The second amendment revised the existing definition of Building Height and added a new definition for Large-Scale Ground-Mounted Solar Energy Systems in Section 1.3; revised the accessory use regulations governing solar energy systems in Section 3.9.1.3; and added new use regulations for Large-Scale Ground-Mounted Solar Energy Systems in new Sections 3.4.3.7 and 10.7. The third amendment repealed the temporary moratorium on Medical Marijuana Treatment Centers previously adopted at the May 2013 Town Meeting by deleting existing Section 10.6; added a new definition for Registered Marijuana Dispensary (RMD) in Section 1.3; added new use regulations for RMD facilities in new Sections 3.4.5.21 and 10.6.

Organization and Membership

At the annual Town election, Adam Basch was re-elected to serve a five-year term on the Planning Board and the Planning Board reorganized by re-electing Frederic Fuller as Chairman, electing Jeffrey Smith as Vice Chair and re-electing David Sanders as Clerk. 2014 marked a year of transition and a changing of the guard for the Planning Board with longtime members Frederic Fuller and Richard Butler retiring after more than three decades each of distinguished service on the Planning Board. Associate Member Tracey Plantier was appointed to fill Mr. Butler's seat until the annual election in May 2015, Charles Pelouze was appointed to fill Eric Fuller's seat until the annual election in May 2015, and James Moore was appointed to a three year term as the new Associate member. In October, the Board reorganized and Jeffrey Smith was elected Chairman and Tracey Plantier was elected Vice-Chair with David Sanders remaining Clerk. David Sanders began to serve as the Town's representative to the Pioneer Valley Regional Planning Commission, and Jeffrey Smith continued to serve as the Planning Board's representative on the Community Preservation Act (CPA) Committee. Planning Director John Pearsall, Building Inspector Lance Trevallion and Administrative Assistant Karen Benoit continued to function as the staff liaisons

between the Planning Board and other Town boards and committees.

The Planning Board holds regularly scheduled meetings on Wednesdays at 7:00 PM. Specific dates and agendas for meetings may be obtained from the Planning Office or from the Town website at <http://www.wilbraham-ma.gov>. All meetings are open to the public, and community participation from interested townspeople is always welcomed and encouraged. With your support, we will continue to provide the very best possible



Planning Board Members: (former Chairmen) Frederic Fuller & Richard Butler. Photo courtesy Karen Benoit, Admin. Asst., Planning Dept.

service for our community in the year ahead.

Planning Board

Jeffrey Smith, Chairman
Tracey Plantier, Vice Chairman
David Sanders, Clerk
Adam Basch
Charles Pelouze
James Moore, Associate

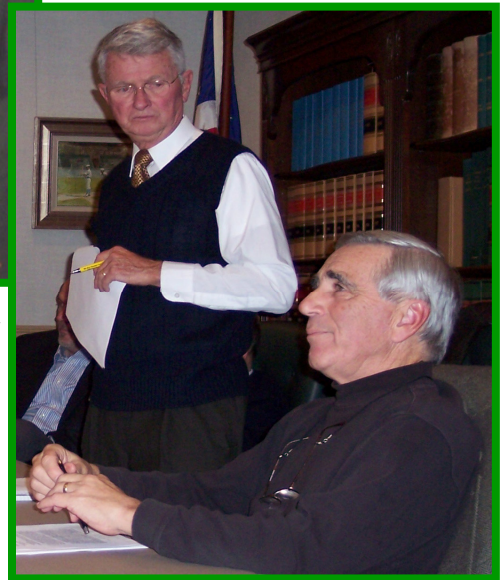
Planning Department

John Pearsall, Planning Director
Lance Trevallion
Building Inspector/Zoning Enforcement Officer
Karen Benoit, Administrative Assistant

Sealer of Weights & Measures

The Sealer is required to enforce the laws and regulations relating to weights and measures in accordance with Massachusetts General Laws, Chapter 98. All pricing scanners; scales, reverse vending machines, gas and diesel pumps, cord wood, and other sales by weight or volume are tested and sealed annually to protect both the customer and business. Consumer complaints are investigated and all sealing activities are shared with the State Division of Standards. The Sealer was officially certified by the State and awarded the Certificate of Qualification in July after passing both a written and practical exam.

During 2014, twenty-five businesses were



inspected, and \$4,395 was collected in sealing fees. Four complaints were investigated and additional information was provided to eight businesses to improve their compliance with State standards. If residents have questions or concerns the Sealer can be contacted by email: sealer@wilbraham-ma.gov.

Testing and inspections for the year included:

- *22 gas pump units with a total of 70 grades of gas
- *4 diesel pumps
- *42 scales 0-100 pounds
- *6 scales 100-5000 pounds
- *5 scales 5000 pounds and greater
- *70 scanner stations

Gary Petzold, Sealer of Weights & Measures

Zoning Board of Appeals

The Board of Appeals is a five-member board appointed by the Board of Selectmen for staggered three-year terms consisting of three full members and two associate members. The Board works closely with and relies upon Zoning Enforcement Officer Lance Trevallion to enforce the Zoning By-Law.

The purpose of the Board of Appeals is to hear and decide petitions for variances from the terms of the Zoning By-Law with respect to particular land or structures, but not to include variances for use; to hear and decide applications for special permits upon which the Board is empowered to act under the Bylaw; to hear and decide appeals from any person seeking enforcement action under the provisions of M.G.L. Chapter 40A (the State Zoning Act); and to issue comprehensive permits for low- and moderate-income housing authorized by M.G.L. Chapter 40B.

This past year, the Board of Appeals met five times, held seven public hearings and issued decisions on the following six applications listed in the chart to the right of this column.

Zoning Board of Appeals

Edward E. Kivari, Jr., Chairman
H. Clark Abbott
Mark Albano
Betsy Johnsen, Associate
Charles Pelouze, Associate

Zoning Enforcement Office

Lance Trevallion,
Bldg. Inspector/ Zong. Enforcement Officer
Karen Benoit, Administrative Assistant

Wilbraham Housing Authority

The Wilbraham Housing Authority (WHA) manages low income Family and Elderly/Disabled Housing. There are two Elderly/Disabled Housing Developments: Miles Morgan Court (off Main Street) and The Pines on Stony Hill Road. The family

ZBA Decisions in 2014

Applicant	Address	Decision
AAA Games, Cards and More/413 Paintball Special permit to allow retail sales/public recreation	2460 Boston Road	Denied
Gerald Ierardi and Kathleen Mullen-Ierardi Special permit finding, detached accessory building within side yard setback on a preexisting nonconforming property	356 Stony Hill Road	Approved
AAA Games, Cards and More Special permit to allow retail sales/public recreation	2460 Boston Road	Approved
Gina Lee Special permit, family day care home	2 Stirling Drive	Approved
Medeiros Realty Trust Special permit to operate an auto repair / and service business	2045 Boston Road	Approved
Donald and Paula Laware Special permit finding, addition within the front yard setback on preexisting nonconforming property	11 Birch Street	Approved

units are scattered throughout Wilbraham.

WHA has worked over the past year and a half to become a Smoke-Free Authority. In October 2014, the Wilbraham Housing Authority Board of Commissioners voted in favor of a Smoke-Free policy. This policy will be implemented in 2015.

Retirement: In May 2014, our hard-working and dependable maintenance man, Ed Beaudry, retired after 10 years of service. We wish Ed the best of luck in his retirement.

Miles Morgan and The Pines: The community rooms at both developments are seeing more activity since they were updated this year with new paint and new televisions.

Family Unit: A roof and chimney at a family unit had exceeded their life spans and were replaced. The completed work will sustain this property for many years to come.

Tree removal and trimming was completed this year at almost all of the properties.

Minnechaug Track Teams, Thank You: WHA would like to thank the Minnechaug Boys' and Girls' Track Teams for their continued participation in the Spring Clean-up at our Miles Morgan and The Pines developments. During April school vacation, about 60-70 student athletes and the coaches arrived early in the morning

with rakes, brooms, shovels and flowers. Several hours were spent sweeping parking lots and sidewalks, raking along fences and picking up branches and debris that accumulated over the winter months. They also planted beautiful flowers that added much needed color after the long winter. Thank you!

The Massachusetts Department of Housing and Community Development is the regulatory agency for the WHA. Applications are available at the WHA offices, 88 Stony Hill Road weekdays 8:30 a.m. to 12:30 p.m. or by calling (413) 543-1700.

Are you interested in serving on the WHA Board? Four Commissioners are elected to a five year term in Town Elections. The fifth commissioner is appointed by the Governor for a five year term. Board meetings are held on the second Tuesday of each month at 7:00 p.m.

Wilbraham Housing Authority

Anne Turcotte, Chairperson
Jason Burkins, Treasurer
Peter Manolakis, Vice Chairperson
Judy Cezeaux, Assistant Treasurer
Angel Reyes, State Appointee

Paula Olsen, Executive Director

Public Safety

Ambulance Oversight Committee

Animal Control/Dog Officer

The Ambulance Oversight Committee continues to work with the Fire Chief and Deputy in overseeing the operation of the ambulance service. The Committee's primary duty of reviewing and acting on ambulance service fee abatements has continued according to now established policy and protocol.

It is important to note the Town's ambulance service remains self sufficient on a receipts reserved basis, and continues to serve the Town extremely well. During 2014, the service treated over 1,670 patients, transporting 1,422 patients, to local area hospitals. Of these transports, Baystate Medical Center was the destination 45% of the time, with Mercy Medical Center at 13%, Wing Memorial Hospital at 24%, and the balance going to Mary Lane and Holyoke Hospitals. The top four patient medical conditions are traumatic injury, respiratory distress, general pain and chest pain.

The Wilbraham Ambulance Service does indeed provide excellent medical care, and this has been recognized by the local and medical communities. This year we have purchased a Chest Compression Device to assist during a cardiac arrest, and also a 2014 Horton Ambulance was purchased for \$180,312 from Ambulance Receipts and the Ambulance Gift Fund.

Ambulance Oversight Committee

**Paula L. Chevrier
John Rigney
Tom Hurley
Heather Mullen**

**Wilbraham Fire Department
Chief Francis Nothe**

**Wilbraham Fire Dept.
is on Facebook!!!!**



Once again, during the year of 2014, the Town of Wilbraham licensed a record number of dogs, 2360 to be exact. This corresponds to 2307, licensed dogs during the calendar year of 2013.

Please be cognizant of the fact that the annual dog license period is from January 1 through March 31 of every year. Licensing, which requires a current rabies vaccination, will be progressively higher each month, with late fee's starting on April 1 of each year.

I want to thank all residents who either licensed a new dog or relicensed an existing dog. It is both State and local laws that all dogs, six months and older, be licensed within their town of residence, (Bylaw 604.2). It is State and local laws that all dogs, cats and ferrets must be current on their rabies vaccination at all times, or the pet owner is subject to a citation, (Bylaw 604.3.)

All pet owners, please be advised that there are no more \$25.00 citations for animal law violations. State law, M.G.L. Chapter 140, Section 141, mandates that all animal law violations will be \$50.00 for the first offense, \$60.00 for the second offense, and \$100.00 for the third offense. These are minimum fines that the Town of Wilbraham has adopted. The Town could have opted for higher fines for violations of the Town Bylaws 604.1 – 604.9, but opted to go with the State mandated minimum dollar amounts.

Please be advised that Fountain Park is private property. Any person who utilizes Fountain Park for any activity does it at his or her own risk. Wilbraham's Animal Control Department has no more or less right to be at Fountain Park, except for the investigation of a formal complaint involving a Commonwealth of Massachusetts dog statute, or one of Wilbraham's numerous dog laws (604.1 – 604.9.) All State and local dog laws must be adhered to while in Fountain Park. It is not acceptable to have a lead or leash in possession, the lead must be attached to

the pet. Fountain Park is for everyone's enjoyment. Please leash and pick up after your dog at all times while at Fountain Park. Please realize that I am a part-time Town official, I stop into Fountain Park as much, or as little as the Board of Trustees require. Once again, Fountain Park is private property, not public! One of the measures that I have heard mentioned to control un-leashed dogs in Fountain Park is to ban all dogs from the park. If this happens because of the people who do not abide by Town Bylaw 604.4, the leash law, we are all losers. Any type of force, including lethal, can be utilized by anyone to protect him or herself against an attack, or perceived attack, by an unleashed dog on public or private property according to M. G. L. Chapter 140, Section 156.

Also, please be advised that all animal control laws, 604.1 – 604.9, especially 604.4, the leash law, will be enforced on all Town-owned property, such as Crane Hill Park, the McDonald Preserve and the back end of Highmore will be patrolled. Please remember that all leash law violations are now \$50.00.

Wildlife calls are on the rise at Animal Control Department. Please be advised that Animal Control or Police will respond to either sick or perceived sick wildlife. Wilbraham abounds with wildlife; residents should make an effort to educate themselves under the venue of people/wildlife cohabitation. Please do not hesitate to call Animal Control for any information in regard to people/wildlife cohabitation.

Finally, Animal Control once again responded to in excess of 1000 calls relating to potential Bylaw violations, stray pick-ups, vehicle/animal interactions and various other domestic or wild animal situations.

I would also like to thank all members of the Wilbraham Police Department for their continued support insofar as helping to enforce all of the animal control laws. My job would be much more difficult without

(Continued on page 62)

(Continued from page 61)

their support!

Michael Masley,
Animal Control Officer
ACOAM Certified Animal Control
Officer
Certified Special Reserve Police Officer

Thomas Sullivan, Assistant Town Administrator of Budgeting and Finance/Treasurer/Collector, and the Board of Selectmen.

Board of Fire Commissioners

Gary Petzold
Edward T. Rigney, Jr.
Ralph Guyer



Board of Fire Commissioners

Fire Department, Emergency Medical Services and Emergency Management

Mission Statement of the Wilbraham Fire Department:

"Our mission is to minimize personal and community risk from fires, medical emergencies and other threats to life and property through prompt emergency response, public education and code enforcement. In our performance, we will utilize all available resources, placing the highest priority on the preservation of life and health, followed by the protection of property and incident management."

2014 provided further transitioning to our remodeled Headquarters on Boston Road. On many occasions the Wilbraham Fire Department (WFD) hosted Open Houses, 250th Anniversary events, Fire Prevention, Red Cross and youth events. Additional tours have been given to residents with specific questions or just plain interest in the Department. The Wilbraham Fire Department is an asset to the community and is available for all residents to tour and observe the facility and its operations. Stop by and learn about Wilbraham Fire and Rescue's capabilities.

During 2014, the WFD continued to apply for and receive Federal, State and private grants to the Ambulance Fund. Thousands of dollars in needed equipment have been added to the facilities, apparatus and medical units. Community education to seniors and school children has been delivered by the Department staff using grant funds. The programs allow for goods and services which would not be possible under the normal operating budget.

The Board of Fire Commissioners would like to recognize Chief Francis Nothe and his command staff for the leadership and initiatives in managing the WFD. The Community is well served by the men and women of the WFD who provide emergency services a round the clock to its residents for the protection of life and property. The annual challenge for our Board is to continue to provide proper planning and financial responsibility toward staffing, maintenance and equipment replacement for the future. We are ably assisted in these tasks via collaboration and discussions with Capital Planning Committee, Finance Committee,

We continue to provide an All Hazards approach to the Department's response to request for service as well as emergency response. Fire Services, Medical, Emergency Management, Code Enforcement, SAFE Education, various Rescue Services such as auto extrication, ice and water rescue, high angle technical rescue, Hazardous Material, along with many other community services are provided.

Privates Timothy Rogers and Russ Mitchell retired from the Department in January. They were replaced by Adam Hart and John Fitzgerald. A long time member, Retired Lieutenant Bryant Carpenter passed away this December and will be missed by all.

Training continues to be an important part of our state of readiness. In 2014, members of the Department completed over 2,444 hours of training to maintain and improve proficiency.

Funding was restored for the Deputy Fire Chief position in the Fiscal Year 2015 Budget. The position was filled when Captain David Bourcier accepted the promotion to the higher rank. The

Deputy will oversee sectors of the day-to-day operations along with planning and some Emergency Management functions.

Wilbraham Fire Department
Chief Francis Nothe

Board of Fire Commissioners

Gary Petzold
Edward T. Rigney, Jr.
Ralph Guyer

Follow the Wilbraham Fire Department on Twitter!



Fire Department/EMS & Emergency Management

Activity	2014	2013	2012	2011*
Fire/Emergency Responses	785	777	718	964 (*Tornado)
Emergency Medical Patients	1,670	1,627	1,766	1,695 (*Tornado)
Total Emergencies	2,455	2,404	2,484	2,659
Fire Inspections	1783			

2014 FIRE Department Roster

Fire Chief	Francis Nothe	Admin. Asst.	Lena McCaffrey
Captains	Tom Laware Tom Shaw Peter Nothe William Manseau	Amb. Billing Clerk	Maria Gildea
Captain of Fire Prevention	David Bourcier	Promoted to Fire Prevention	
Privates	Russell Mitchell Wendy Denning Dan Corliss Paul Budaj Anthony Cerini Joshua Mullen Dane George Richard Hatch, Jr Victor Robidoux James Royce Kevin Brown Jason Dimitropolis Timothy Rogers Anthony Arventos Mathew Walch Jeffery Witek Patrick Farrow Chris Houghton Adam Hart John Fitzgerald	Promoted to Deputy Fire Chief Retired Retired	

Central Dispatch

2014 brought changes to the Central Dispatch Department. Dispatch Supervisor Thomas Cortis resigned, leading to my promotion to Dispatch Supervisor. We have two new Dispatchers: Annie Watson and Jeffrey Hastings, both highly trained and bringing fresh voices to your Public Safety answering point. Our Dispatchers

continue to receive State mandated training and refreshers. Additionally, they seek to refine their skills with specialized Public Safety telecommunications training.

Starting in September, we have been able to staff two Dispatchers on day shifts six days a week, and dual Dispatchers on the evening shifts for seven days a week. This allows for better public service during the highest call volume times.

Throughout the year, we served as the Town's link between the public and our Public Safety agencies: Police, Fire, Ambulance and Department of Public Works, along with numerous outside agencies and utilities. All 911 calls are answered by Central Dispatch. Additionally, we answer the Police Department's emergency and administrative phone lines. Central Dispatch gathers the pertinent information; and it is entered into our CAD system. Accordingly, the appropriate response is initiated via radio transmission or other means. While we appreciate the public's effort to call on nonemergency lines for less pressing matters, please understand these calls come through the same phone system and are answered by the solo or dual Dispatchers. Our priority always has to be 911, Police and Fire radios, emergency phone lines and then administrative lines; thus, you may spend time on hold as we allocate resources.

We appreciated being able to show you our work space during the Police Department's open house, and hope the view gave a behind-the-scenes knowledge of your emergency service system.

As Central Dispatch and I enter our 35th year of service to the Town Of Wilbraham, I would like to thank the Police and Fire Department for their unwavering support and belief in the Central Dispatch model. It is a pleasure to serve this community and I am proud to do so.

Central Dispatch Employees

Shirley G. Rae, Dispatch Supervisor
Mark Duclos
David Clark
Anthony Gentile
Linda Ely
Brian Kibbe
Annie Watson
Jeffrey Hastings
David Squires

2014 Breakdown of Parking Violations

Parking Violation #	Violation	Fine/Fee for Violation	# of Violations in 2014
1	Parked within a designated no parking zone.	\$15	6
4	Parked so as to obstruct a sidewalk	\$15	1
10	Parked with the left wheels to the curb or edge of the way.	\$15	14
12	Parked so as to leave less than ten (10) feet wide unobstructed lane to the curb, edge or solid center line(s) of a street, highway or way.	\$15	2
16	Parked with any grassed, lawn, landscaped or maintained area on the grounds of any municipal or school building, park or playground, or other tree belt or landscaped buffer area.	\$15	4
20	Parked on any street, highway or way for a period of time longer than one (1) hour between the hours of 1:00am and 7:00am of any day.	\$15	1
22	Parked on school district property without a current parking sticker or except as a business or social invitee.	\$15	3
26	Parked so as to obstruct or occupy a designated disabled veterans or handicap ramp, cross hatch area (as defined by MGL Chapter 40, Section 22a and, or 521 CMR, as amended from time to time) or parking area without proper permits.	\$100	6

Collection Efforts of Parking Citation Fines

# of Parking Citations	Action Taken – Parking Citation	Fees Collected
24	Paid prior to late fee issued	\$445.00*
1	Paid after issuance of late fee & 2 nd notice of non-payment	\$25.00
2	Paid after late fee issued & 3 rd notice of non-payment	\$135.00*
2	Appealed parking citation. (1 citation was abated & appeal granted; 1 citation appeal was denied & fine stayed intact.)	\$15.00
2	Parking citations were sent to the RMV for “marking”	\$0.00
0	Parking Citations are pending in the process & are unpaid at this time.	\$0.00
6	Parking citations from previous years that were marked at the RMV were paid and cleared from RMV marking.	\$440.00*
	TOTAL of FEES COLLECTED IN 2014	\$1060.00

Parking Clerk

The Parking Clerk works collaboratively with the Wilbraham Police Department to enforce the Town’s parking by-laws. The Parking Clerk is responsible for collecting parking citation fees, issuing late fees and processing unpaid parking citations with the Massachusetts Registry of Motor Vehicles (RMV) through the assistance of Arthur P. Jones and Associates.

Parking citation fees can range from \$15, \$50 to \$100, excluding late fees. A \$10 late fee is added to the original parking citation fee after 31 days of non-payment. After approximately 51 days of non-payment of the parking citation fee, the driver’s name and registration information is forwarded to the RMV to be “marked.” This is an attempt for the Town to collect the outstanding fees. The payment of the parking citation fee is enforced; whereas, the fees must be paid to the Town of Wilbraham before the RMV will conduct any business with the violator, such as renewing a driver’s license, registering a car, etc.

In 2014, 31 parking citations were issued in the Town of Wilbraham. Additionally, 6 parking citations from previous years were resolved through payment. Parking citations can include more than one violation offense; however, none of the parking tickets issued in 2014 fell into that category. The breakdown of parking violations and collection efforts related to a parking citation issued and, or resolved in 2014 are illustrated on the this page in two charts.

For more information about parking regulations, please visit www.wilbraham-ma.gov or contact the Parking Clerk at (413) 596.2800, Ext.101.

Candace Ouillette Gaumond
Parking Clerk

Police Department

As I review the activity of the Department over the past year, I recognize that the staff changes have been minimal compared with recent years. Officer Jesse Nason who served the Town since 2007 resigned to accept a position with the U.S. Postal Inspector Service. We thank him for the years of service he provided the Town. In May, his replacement was chosen. Officer Sean Casella, formerly of the Northampton Police Department (PD), and Pelham PD accepted a position as patrol officer. Sean brings not only years of experience, but specialized training as a Drug Recognition Expert and Instructor of Standardized Field Sobriety Test. His willingness to share his knowledge has increased the Department's efforts in removing drivers under the influence from the streets in our community which keeps all of us safer.

The value of the Watch Guard in car video systems installed last year in our cruisers is being recognized by the officers and the District Attorney's office. It clearly captures the video and audio evidence of impaired drivers. The benefit is a reduction in criminal trials, when Defense Attorneys review the evidence against their clients. To quote Paul Harvey, "And now (you can see and hear) the rest of the story."

The Select Board appointed and charged a Police Station Building Feasibility Sub-Committee consisting of six Town residents, Police Chief, Fire Chief, Building Inspector and the Town Treasurer (Liaison member) to study, identify, evaluate and make recommendations to the Board about a facility that would meet the needs of the Police Department. The current Police station is housed in a 111 year old building that was designed to be a school house. It has served many purposes on behalf of this community, including the last 36 years as the Police Department. In 1976, after the community rejected a proposed new police facility, the Feasibility Committee determined a building remodel a short term fix. Since January, this Committee has met twenty-two times. Tecton Architects was selected from a field of eleven proposals to participate in this study and to develop conceptual designs of

what an appropriate facility should include to meet the program needs of the Department. At this writing, the Committee has chosen a recommended site and is reviewing the concept

designs and potential cost. Our goal is to be prepared to make a presentation and request approval from the residents

(Continued on page 66)

2014 Police Department Roster

Chief	Roger W. Tucker	
Captains	Timothy F. Kane, Jr.	
	Robert G. Zollo	
Sergeants	Daniel E. Carr	
	Glen R. Clark	
	Mark A. Paradis	
	Edward C. Lennon	
	Shawn B. Baldwin	
Patrolmen	John P. Siniscalchi	
	Peter O. Laviolette	
	Lawrence H. Rich, III	
	Thomas P. Korzec	
	Harold R. Swift	
	Christian A. Letendre	
	Daniel E. Menard	School Resource Officer
	Jeffrey R. Rudinski	Investigator/Court Officer
	Michael J. Cygan	Investigator/Court Officer
	Joseph R. Brewer	K-9
	Aderico P. Florindo	
	Jesse J. Nason	
	Thomas D. Motyka	
	Brent P. Noyes	
	Justin R. Wall	
	Christopher C. Arventos	
	James E. Gagner	
	David Diogo	
	Sean Casella	
Administrative Asst.	Lisa M. Bouchard	
Cell Attendants	Lisa M. Bouchard	Mary Bready
	Linda Ely	Mark Duclos
	Anthony Gentile	David Goodrich
	Matthew Lapre	Reginald McCallister

(Continued from page 65)

to move forward with this long needed project at the Town Meeting in May 2015. I cannot sufficiently thank the volunteers who serve on this Committee for their time and commitment on behalf of this project. To the residents who took the time to view our current facility during our open house, thank you for the kind words of encouragement and opinions of your police facility. The staff, officers and dispatch personnel who work in the building are committed to providing you with the highest level of service.

The Public Safety Departments in Wilbraham are also participating with the Towns of Ludlow, Hampden, East Longmeadow and Longmeadow in a feasibility study funded by the State 911 Department. Communities are being encouraged to regionalize Dispatch Services if it is feasible, for the purpose of improving service, increasing interoperability and hopefully reducing costs, as the responsibilities of our dispatch staff increase. Information from this study should be available in the spring of 2015 and could guide our next actions.

The Department continues to provide open communication venues through the local media, Hampden Wilbraham Times *Police Activity* column, our Facebook and Twitter accounts with timely activity and newsworthy events; and we are currently evaluating posting our public log online.

The annual statistical records of Department activity are attached for your review. Those records are submitted to the Federal Bureau of Investigation and the Massachusetts State Police. These records are also compared and analyzed against previous years which may reveal consistencies or anomalies.

I am thankful for the support this Department receives from the community. With our partners at Central Dispatch, we are available 24/7 to provide service. Please report suspicious activity when you observe it. Our philosophy is "we would rather investigate a non-event, than miss a crime in progress." Together, we can make a difference keeping Wilbraham a great place to live, work and play.

Wilbraham Police Department

Chief Roger W. Tucker

2014 Criminal Court Complaints

Primary Arresting Offense

Rape	1
Robbery	0
Assault Aggravated	2
Assault Simple	29
Intimidation	3
Arson	0
Restraining Order Violation	15
Burglary/Break & Enter	6
Shoplifting	20
Theft From Building	3
Theft From Motor Vehicle	3
All Other Larceny	10
Motor Vehicle Theft	4
False Pretenses/Swindle	4
Embezzlement	2
Stolen Property Offenses	8
Vandalism	4
Drug/Narcotic Violation	14
Weapon Law Violation	3
Bad Checks	1
Disorderly Conduct	11
Driving Under The Influence	88
Protective Custody	6
Family Offense/Non-Violent	5
Liquor Law Violation	8
Runaway	1
Trespass Of Real Property	3
All Other Offenses	89
Traffic/By-Law	299
Total	643

Persons Arrested Or Charged Offense Type

Criminal	209
Motor Vehicle	426
Protective Custody	8
Total	643

Persons Arrested Or Charged By Age

Adults	620
Juvenile	23
Total	643

Persons Arrested Or Charged By Offense Type/Age

Criminal

Adults	193
Juvenile	16

Motor Vehicle

Adults	419
Juvenile	7

Protective Custody

Adults	8
Juvenile	0
Total	643

Persons Arrested Or Charged By Sex

Adults Charged

Male	424
Female	187

Juvenile

Male	20
Female	4

Adults Placed In Protective Custody

Male	5
Female	3

Juveniles Placed In Protective Custody

Male	0
Female	0

Total

Total	643
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Persons Incarcerated By Age/Sex

Adults

Males	204
Females	63

Juveniles

Males	7
Females	0

Total

Total	274
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2014 Criminal Court Complaints

Uniform Traffic Offenses			Larceny Breakdown		
	Civil	Warning	Larceny Over	\$200	43
Violate RMV Rules/Regulation	21	49	Larceny Between	\$50 & \$200	34
Stop Sign/Red Lens Violation	138	246	Larceny Less Than	\$50	29
No Right Turn On Red	0	0	Total		106
Improper Pass/Marked Lanes	36	47	Vehicle Accidents		
Seatbelt	166	27	Fatal Accidents	2	
Child Restraint	1	1	Personal Injury Ac- cidents	79	
Passing School Bus	0	0	Property Damage Accidents	262	
Speeding	183	320	Total	343	
Fail Inspect M/V	274	451	Persons Injured In M/V Accidents		
Defective Equipment	24	337	Persons Killed	3	
Unregistered Motor Vehicle	26	26	Persons Injured	98	
No License/Reg In Possession	30	27	Total	101	
All Other Moving Violations	17	35	Other Activity—Public Log		
Recreation Veh. Violation	1	0	Call Incidents	21,115	
Total	917	1,566	<i>Citizen</i>	6,425	
Motor Vehicle Violations By Type			<i>Police</i>	14,690	
Uniform Traffic Citations	917		Call Incidents Needing Further In- vest	984	
Warnings	1,566		Alarms Investigated	899	
Parking Violations	27		Lost/Missing Persons	27	
Total	2,510		Suspicious Persons/Activity	1,096	
Uniform Crime Report (FBI Crime Index Offenses)			Deaths Investigated	14	
Forcible Rape	1		Complaints/Obscene/Harassing Phone Calls	24	
Robbery	0		Towed M.V.'S	485	
Assaults	91		Domestic Disturbances	125	
Burglary	37		Vandalism	62	
Larceny-Theft	106		Unsecured Buildings	21	
Motor Vehicle Theft	9		Civil Marijuana Possession	93	
Arson	0		Stolen Property Breakdown		
Total	244		There Was A Total Of \$61,000.00 Taken In Breaks Into Homes.		
Burglary Breakdown			There Was A Total Of \$168,636.00 Taken In Larcenies.		
Forced Entry	26		There Was A Total Of \$78,000.00 Taken In Motor Vehicle Thefts.		
Unlawful Entry	10		There Was A Total Of \$- 0 - Taken In Robberies.		
Attempted Forced Entry	1		There Was A Grand Total Of \$307,369.00 In Property Stolen In Town In 2014.		
Total	37				

2014 Criminal Court Complaints

Recovered Property

There Was A Total Of \$ 15,343.00 In Stolen Property Recovered.
** Does Not Include Recovered Motor Vehicles.*

Permits Issued

Pistol Permits	235
F.I.D. Cards	25

Fees Collected

Pistol Permit /F.I.D. Cards	20,050
Video/Report Requests	4,465
Dealer Permits	0
Fingerprint Cards	30
Restitution Checks	0
Total	24,545

Statistical Comparison For Uniform Crime Report-Fbi Crime Index

	2013	2014	% Change
Criminal Homicide	0	0	0%
Rapes	3	1	-67%
Robbery	1	0	-100%
Assault	96	91	-5%
Burglary/Res/Bus	55	37	-32%
Larceny	168	106	-37%
Auto Theft	13	9	-31%
Arson	1	0	-100%
Total	337	244	27%

Statistical Comparison For W.P.D. Activity Index

	2013	2014	% Change
Call Incidents	20,782	21,115	+2%
Written Complaints	963	984	+2%
Alarms Responded To	995	899	-9%
Protective Custody	13	6	-54%
Criminal Arrests	269	209	-22%
Vandalism	109	62	-43%
Domestic Disturbance	189	125	-33%
M.V. Accidents-Fatals	0	2	+200%
M.V. Accidents-Injury	52	79	+52%
Property Damage	252	262	+4%
M.V. Accidents-Total	304	343	+13%
Civil Marijuana Possession	93		

Motor Vehicle Violations Cited

	2013	2014	% Change
Civil	660	917	+40%
Warnings	1,359	1,566	+15%
Arrest M/V	357	426	+19%
Total	2,376	2,909	+22%

Police Station Building Feasibility Sub-Committee

The Wilbraham Board of Selectmen appointed this Committee in January 2014. The formal Charge is “evaluate options for a relocated police station. Determine future programmatic needs of the Police Station and corresponding space needs and evaluate the feasibility of renovating the current Town property, leasing a facility, or building a new building on Town or privately owned land.”

The Committee began its work in late January 2014, and continues thru the current date. The first quarter discussion focused on the Wilbraham Police Department’s needs, such as functionality, security, service, evidence, privacy, safety, and so forth. Analyzing the What, Why, Where, and How, the data yielded an estimated need for a facility in the range of 14,000 plus square feet. Policing activity in Wilbraham indicates that 60 percent of the Department time is committed to events along the Boston Road corridor. As part of our fact finding, we visited the construction site of the new Palmer Police Department, reviewed other Massachusetts projects, and the Police Chief queried other local chiefs all as part of the information gathering process.

The Committee had some concrete data to work with during the second quarter, which focused on the request for funds from the Town for the solicitation of an Architect to assist in developing the design, structure, cost, and timetable to meet the objective. At the May 2014 Annual Town Meeting, the Town approved funding for the project. The Committee’s attention then turned immediately to develop an Request For Qualifications (RFQ) to seek an Architect/Design Firm. This activity was completed with the receipt of 11 proposals. The Committee reviewed and analyzed the offerings in accord with documented requirements and conducted interviews with 3 top firms, Tecton Architects, Reinhardt Associates, Inc. and Kaestle Boos Associates. Following discussions, presentations and review of the 3 top finalists for awarding the RFQ contract, the Committee unanimously selected Tecton Architects to recommend to the Board of Selectmen as the architectural firm to award the project to.

The next several weeks the Architect and Committee worked on the proposed facility’s functional requirements, size, location, acreage, logistical preferences and discussed various Town owned properties as potential sites. It became clear that under Massachusetts General Laws, the project would require a Request for Proposal (RFP) to solicit site offers from property owners interested in selling property to the Town.

Upon issuing the RFP, the Town yielded five offerings from interested property owners. Once again, the Committee and Architects reviewed, analyzed and rated the proposals. Today, we have a preferred location for the proposed police station facility, located at 2780 Boston Road, adjacent the Wilbraham Fire Department. The offer was received from H. Moore, who proposes selling the property to the Town for \$425,000. The Town is awaiting a formal appraisal with hopes of negotiating a Purchase and Sale Agreement to recommend at the May 2015 Annual Town Meeting. Simultaneously, the Committee is working with Tecton Architects to have a final design, plans and projected cost by early February! We are

committed to bring forth an article at the May 2015 Town Meeting for approval to finance a new Wilbraham Police Station, complete with site, design, cost and timetable.

Police Station Feasibility Sub-Committee

Rogert Fontaine, Jr., Chairman

Chief Roger Tucker

Chief Francis Nothe

Ed Rigney

Roger Chapdelaine

Paul LaPlante

Patti Diotalevi

Kevin Moriarty

Lance Trevallion, Building Inspector

Thomas Sullivan,



RFQ: Police Station Feasibility Study & Design Services Bid Proposal/Architectural Firms Point Total Sheet Results

Allen Lieb Architects & Associates, PC	31.45
Jacunski Humes Architects	54.9
Tecton Architects, Inc.	90.1
Dimarinsi & Wolfe	33.1
CSS Architexts, Inc. (John Savasta)	39.9
CDR Maguire (Rachel Waldmann)	0
Caolo & Bienkiek Associates, Inc.	39.9
Reinhardt Associates, Inc.	91.75
Kaestle Boos Associates, Inc.	66.9
Drummey Rosane Anderson, Inc.	48.3
The Carell Group	51.6

RFP: Police Facility Real Estate Acquisition Results

December 9, 2014

EVALUATION CRITERIA	2780 BOSTON ROAD	POINTS	LOT 10	POINTS	LOT 5	POINTS	2155 + 2201 BOSTON ROAD	POINTS
1 SITE AVAILABILITY OF UTILITIES AND INFRASTRUCTURE	ADVANTAGEOUS	2	ADVANTAGEOUS	2	ADVANTAGEOUS	2	ADVANTAGEOUS	2
2 TOPOGRAPHY	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	NOT ADVANTAGEOUS	1
3 RESIDENTIAL BUFFER	HIGHLY ADVANTAGEOUS	3	ADVANTAGEOUS	2	ADVANTAGEOUS	2	NOT ADVANTAGEOUS	1
4 SITE POTENTIAL FOR GROWTH	HIGHLY ADVANTAGEOUS	3	ADVANTAGEOUS	2	ADVANTAGEOUS	2	HIGHLY ADVANTAGEOUS	3
5 RIGHT-OF-WAYS, EASEMENTS, RESTRICTIONS	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	NOT ADVANTAGEOUS	1
6 ROADWAY ACCESS AND VISIBILITY	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	HIGHLY ADVANTAGEOUS	3	NOT ADVANTAGEOUS	1
TOTAL POINTS		17		15		15		9
PRICE		\$425,000		\$795,000		\$2,362,000		\$1,200,000

Local Emergency Planning Committee

The Local Emergency Planning Committee has been diligent with Emergency Planning and Community Right-to-Know Act (EPCRA), Hazardous Chemical Storage Reporting Requirements. Its purpose is for any hazardous chemical used or stored in the workplace, in which facilities in our community must maintain a Safety Data Sheets (SDS), and submit the SDS's to their State Emergency Response Commission (SERC), Local Emergency Planning Committee (LEPC) and the local Fire Department. Facilities must also report an annual inventory of these chemicals by March 1 of each year. The information must be made available to the public.

In addition, this year we have been updating our Comprehensive Emergency Management Plan (CEMP) with the Commonwealth. This program is designed to provide community emergency management officials with the ability, via the Internet, to directly view and update their respective CEMP information. It will also allow Massachusetts Emergency Management Agency (MEMA) to collect statewide data and build statewide datasets. This tool will help MEMA when allocating state resources and will give the agency new

analytical capabilities.

Planning efforts are continually reevaluated, which include planning for a variety of disasters that may affect the community. Floods, hazardous materials spills, wildfires, natural disasters and even terrorism all constitute challenges facing community leaders today.

This year, our LEPC participated in two joint Tabletop Exercises. Essential Power of Massachusetts, owner and operator of the Red Bridge Hydroelectric Plant on the Chicopee River, sponsored the first Tabletop Exercise. The purpose of this Tabletop Exercise is to review, test, and determine readiness capabilities and response procedures of personnel, facilities, and equipment; and examine the notifications to and among responding federal, state, and local agencies during an unlikely event of a dam failure. The Emergency Action Plan (EAP) was also tested with favorable results. The second Tabletop Exercise in conjunction with the Massachusetts Water Resources Authority and Massachusetts Department of Conservation & Recreation went over the recently updated Quabbin Reservoir Emergency Action Plan (EAP). Both exercises tested capabilities of Local, State and Federal resources.

We constantly take steps to make this community a safer place to live and work. The great communications between LEPC members, local government, business owners and residents makes the entire

system succeed.

Local Emergency Planning Committee

Chief Francis Nothe, Emergency Mgr.
Deputy Fire Chief David F. Bourcier

Assistant Emergency Manager

Anthony Aube

Robert J. Boilard

Ed Cenedella

Ralph Guyer

Lorri McCool

Edmond J. Miga

Terry Nelson

David R. Pasquini

Robert A. Ruscszek

Stoughton L. Smead

Chief Roger W. Tucker, WPD

Robert A. Weitz (retired Oct. 2014)

**Wilbraham Police Dept.
is on Social Media!!!**



Health & Human Services

Town Cemetery Commissioners

Show me the manner in which a nation cares for its dead, and I will measure with mathematical exactness the tender mercies of its people, their respect for the laws of the land, and their loyalty to high ideals.

William Gladstone

ADAMS CEMETERY

With the assistance of volunteers in the Senior Tax Work-Off program, the new post and rail fence was stained and sealed. Due to poor weather conditions, this project could not be completed in 2014. We anticipate completing this project beginning in the spring of 2015.

The overgrowth of brush along the fence line and low hanging branches from trees throughout the cemetery were trimmed or removed. Moreover, several grave stones were up-righted and other damaged monuments were repaired. There are still other monuments to be taken care of.

EAST WILBRAHAM CEMETERY

A Community Preservation Act (CPA) grant was received to properly remove the loose-stone drive on the main road in the cemetery and replace it with an oil and stone surface. Similar to what was done to the main road at Glendale Cemetery a few years ago. This project was scheduled for the fall of 2014. As result of the rainy conditions, this project was rescheduled for the spring of 2015.

Overgrown brush, tree branches and shrubs from around monuments as well as on the fence line were trimmed and/or removed.

GLENDALE CEMETERY

Installation of the white picket fence along the

northern section of the cemetery was completed. Overgrown brush, branches and shrubs were trimmed. New grown-cover was planted along the northern side of the historic section.

As of July 1, 2014, the Cemetery Commission was given the responsibility for mowing and maintaining the Veterans Park located outside Glendale Cemetery at the corner of Monson and Glendale Roads.

All three cemeteries are now in excellent condition, well-maintained and are in keeping with their unique rural appearance.

As of December 31, 2014, there is 8,279 graves in the three cemeteries combined, which 4,079 grave sites are still available for use. If we average 25 burials per year there will be ample spaces for the next

(Continued on page 72)

The following table indicates the number of burials in the three cemeteries from 2000 to 2014. Photo Courtesy of the Cemetery Commissioners.

Wilbraham Town Cemetery Burials

YEAR	ADAMS	EAST	GLENDALE	YEARLY TOTAL
2000	8	3	3	12
2001	2	1	4	7
2002	8	4	2	14
2003	6	4	6	16
2004	11	2	7	20
2005	1	2	4	7
2006	5	7	4	16
2007	9	5	3	17
2008	5	2	4	11
2009	15	2	8	25
2010	10	4	4	18
2011	9	1	3	13
2012	6	5	2	13
2013	6	0	3	9
2014	9	1	11	21
TOTAL	108	43	68	219

Source: Wilbraham Cemetery CIMS computer program

In 2014, Adams Cemetery, the Town's first burial ground, was in its 278th year, (established in 1736.) East Wilbraham Cemetery, its 254th (established in ca. 1760) and Glendale Cemetery its 234th, (established in ca. 1780.) All three cemeteries have been serving the residents of Wilbraham and its surrounding communities as well ever since. There are ample burial spaces for the far distant future. Each cemetery was originally associated with a church with the parishioners providing stewardship. In 1876, the Town assumed control and care of the three cemeteries. From that year onward, the Town has appropriated a yearly budget for their upkeep.

In 2014, there were 21 total burials: 9 in Adams, 1 in East Wilbraham, and 11 in Glendale. Of these burials, 12 were full burials and 9 were cremation burials.

In 2014, the Cemetery Commission published a newly revised *Adams Walking Tour* booklet, first published by the late James Clark, Jr. in 1988. Copies are available at the office of the Wilbraham Town Clerk. This project was completed from a grant from the CPA.

Cemetery Commissioners

***Donald R. Bourcier, Chairman
Wilfred R. Renaud, Sec. Treasurer
Paul Zimakas (apptd/ resigned 2014)***

Commission on Disability

In 2014, the Commission continued its work to inform and educate the Wilbraham community with a variety of public meetings and outreach activities. The Commission's monthly public meetings during the year are being held at different locations in Town to accommodate public participation and to familiarize Commission members with the breadth of disability issues faced by Town residents.

With the approval of a Community Preservation Act (CPA) grant, the Commission was able to make substantive improvements to Town recreational facilities. The Commission purchased and, with the help of Parks & Recreation Department personnel, installed beach matting at the Spec Pond beach front. These mats will allow much more secure crossing of the sandy beach areas for wheelchairs, walkers, and for those with other mobility impairments and balance issues. Two waterproof wheelchairs were purchased for use at the new splash pad and at the Spec Pond summer camp. Outreach activities included newspaper and newsletter articles as well as the distribution of material from the Massachusetts Office on Disability.

The Wilbraham Commission on Disability is the local representative of the State of Massachusetts Office on Disability. The Commission advises and assists Town Officials in ensuring compliance with federal and state disability laws. Members work with the Town's Building Inspector to survey public buildings, and monitor compliance with the federal ADA (American Disability Act) requirements and the Massachusetts Architectural Access Board standards. The

Commission reviews employment policies and procedures, parking facilities at businesses, recreational access, publication of town reports, and other accommodation issues for the disabled. Meetings are open to the public and the Commission provides information and consultation to citizens of Wilbraham with disabilities and their families.

The Commission closes the year with two vacancies and asks that any Town resident with knowledge of accessibility issues consider serving on the Commission by sending a Letter of Interest to the Town's Select Board.

Commission on Disability

***Ed White, Chairman
Steven Fratoni, Secretary
Diane DaSilva
Ben Hogan
Earl Way
Barbara Harrington
Maggie Wurm***

***Lance Trevallion,
Wilbraham ADA Coordinator***

Public Health Nurse

The Wilbraham Public Health Nurse continues to monitor and assist in the mandated reporting of all infectious disease. The Public Health Nurse, acting as an agent for Wilbraham Local Public Health, continues to partner with the Massachusetts Virtual Epidemiologic Network (MAVEN). This web based statewide disease surveillance and case management system allows local public health to capture and transfer clinical data efficiently and securely. This data helps to support evidence based need and evidence of the overall health of our community. This year, we expanded our participation to include vaccination surveillance and reporting. This expansion will allow medical care providers the ability to access immunization history for their clients. It also improves the Town's ability to order

and report the use of vaccines efficiently.

The annual Wilbraham Senior Center Influenza Clinic was held on December 22, 2014. Over 200 seniors were vaccinated with the Quadrivalent Vaccine. This free State Supplied Vaccine was also made available to seniors who were homebound. This event was made possible with the help of community nurse volunteers and the support of our local Fire Department and our Emergency Medical Technicians.

The Public Health Nurse office is located in the Wilbraham Senior Center at 45B Post Office Road. The office is open Tuesday and Wednesday from 9am until 2pm. Blood Pressure screenings are offered every Tuesday at 11am, and on the first and second Wednesday of every month in the community. Diabetic education and glucose monitoring is also available for those with a diagnosis of Diabetes.

The Office of Public Health offers The Proper Use and Disposal of Needles and Syringes Education Program. In an effort to support safe sharp disposals, we also offer free sharps containers. Once filled, these sharps containers may be disposed of at a variety of locations. A list of these locations is provided with each new sharps container. Over a thousand sharp containers have been distributed. These materials are available at the Wilbraham Senior Center.

The Public Health Nurse is also available for consultations and to make referrals to care givers, service providers, and provide information on resources throughout the Commonwealth and our community. Over 600 such case management, referrals and screenings were made in 2014.

In 2014, the Public Health Nurse participated on The Hampden – Wilbraham Public School Safety, Wellness, Emergency and Advisory Team, The Public Housing Smoking Education Cessation Program, The Hampden Wilbraham Emergency Dispensing Site Plan and the local Medical Reserve Corps (MRC) Emergency Shelter Plan. A presentation was made to MRC members on the prevalence of infectious disease in the community. A discussion on emerging

(Continued on page 74)

Council on Aging & Department of Elder Affairs

The Wilbraham Senior Center/Council on Aging works to improve and enhance the quality of life for elder residents in Wilbraham. Senior Center staff supports and promotes the independence and social, physical, and emotional well-being of Wilbraham elders by implementing and maintaining quality education, nutrition, recreational, and wellness programs. The staff includes Director of Elder Affairs Paula Dubord, Social Services Coordinator/Veterans Administration Assistant Barbara Harrington, Activities/Volunteer Coordinator Mary Ellen Schmidt and Van Driver/Custodian James Heirsche. Also housed at the Senior Center is Wilbraham's Public Health Nurse, Lee Giglietti, and Veterans Agent, Richard Prochnow.

With 3 full time staff members, the Senior Center relies heavily on 93 Volunteers to offer services and activities to close to 4,000 seniors.

The Golden Cane program was resurrected in Wilbraham in 2014. In February, the cane was presented to Winifred Stearns at the age of 103, a longtime Wilbraham resident.

In July, Social Services Coordinator Barbara Harrington, along with members from the Fire Department and the Home Depot Foundation, installed carbon monoxide and smoke detectors in the homes of Seniors and Veterans. Captain William Manseau, Wilbraham Fire Department, secured a grant through Home Depot and spearheaded this project. Over 50 residents took advantage of this great project.

The Senior Center van provided over 2,000 rides in 2014, despite spending many hours in the shop. The 2003 vehicle had repairs totaling \$8,000 in 2013-2014; and is in desperate need of replacement.

Funds for a professional Senior Center Feasibility Study were approved at the Annual Town Meeting in May. In October, an Architectural Firm, Catlin & Petrovick, was hired to complete the

study.

Council on Aging

M. Trant Campbell, Chairman
Marie Valentine
Diane Weston
Robert Page
Theresa Munn
Ellen O'Brien
Giles Turcotte

Council on Aging-Pastoral Advisor
Rev. Fr. Panteleimon Klostri

Department of Elder Affairs

Paula Dubord
Director of Elder Affairs

Barbara Harrington
Social Services Coordinator &
Veteran's Administrative Assistant

Mary Ellen Schmidt
Activities/Volunteer Coordinator

EVENTS STATISTICS

Cultural Events	326
Information Sharing	400
Recreation	977
Community Education	1,498
Fitness/Exercise	4,897
Health Screenings	1,487
Social Events	7,137
TOTAL ATTENDANCE	16,722

SOCIAL SERVICES STATISTICS

Family Support	65
Follow ups	130
Food Stamps	16
Fuel Assistance	172
Social Services	723
Veterans	362
Wellness check/Misc.	120
TOTAL SERVICES	1,588

Find the
Wilbraham Senior Center
on Facebook!!!



VOLUNTEER STATISTICS

Office volunteers hours	1,720
Medical drivers hours	418
Weekend Meals drivers hours	176
Newsletters volunteers hours	316
Van drivers hours	482
Misc. hours	921
TOTAL VOLUNTEER HOURS	4,033

TRANSPORTATION

Grocery	787
Medical	326
Senior Center Events	350
Shopping	900
TOTAL RIDES PROVIDED	2,363

Health Inspector & Board of Health

The Board of Health (Board of Selectmen) is responsible for protecting public health and the environment. The Inspector is responsible for the enforcement of, and education for, public health issues and regulations. The position required the inspection of all restaurants, retail food establishments, motels, tanning and piercing salons, schools, swimming pools, bathing beaches, camps for children and housing. These inspections are conducted to assure compliance with state and local regulations that govern them. When violations are observed, the facility is cited and a re-inspection is conducted to

(Continued on page 74)

(Continued from page 73)

verify compliance.

In addition to the above, the inspector is responsible for investigating complaints of trash and debris on private or public property, the health and welfare of individuals who may need assistance or guidance, noise complaints, septic system failure complaints, and air quality issues, hoarding and any other concern relating to public health. In all these instances, the Inspector conducts an inspection to determine the health risk, and follows up with a letter to, or contact with, the affected parties to eliminate the health risk. When compliance with an order is not obtained within the specified time, the Inspector will continue the enforcement through the legal process. In these cases, the Inspector submits the documentation to the appropriate court and represents the Town in any subsequent court proceeding.

The Health Inspector also represents the Town at the Hampden County Health Coalition and Regional Emergency Planning Committee, which meets monthly to discuss and initiate preparedness and public health initiatives. Throughout the year various drills are conducted to evaluate emergency response.

The Health Inspector is required to handle all aspects of the enforcement of Title V of the Environmental Code. This includes witnessing all site assessments required during percolation testing for new construction and repairs of all leach fields in the Town. The proposed design for the new leach field or any component is submitted for the Inspector to review/approve. The Inspector is then required to conduct all field inspections of the installation to assure compliance with the approved design. All aspects of Title V are handled through the Engineering Department at the Town Office Building. In 2014, the Inspector witnesses 67 percolation tests, reviewed 92 septic designs, and inspected 88 installations.

Lorri McCool, Health/Title V Inspector

Board of Health

Robert W. Russell
Robert J. Boilard
Susan C. Bunnell

Candace Ouillette Gaumond
Administrative Assistant

2014 Health Inspections Conducted

Food Establishments (i.e Restaurants, Non-profit Kitchen, Schools)	69
Food Establishment Retail	15
Food Establishment-Bakery/Residential Kitchen	10
Seasonal Food/Farmer's Market	11
One Day Food Establishments	6
Camps	7
Pools	8
Tanning Salons	-
Motel	1
Total Inspections	127

(Continued from page 72)

infectious disease and the new state guidelines for reporting and dealing with these diseases was held with local school nurses and school nurse leaders at the Wilbraham Senior Center. The Public Health Nurse attended all conference calls with federal, state and local health officials as our nation and community considered the challenges of treating patients with infectious disease within our community. Guidelines for caring for infectious disease patients and plans of care were disseminated and initiated by the Massachusetts Department of Health and shared with our service providers. In addition, The Public Health Nurse represented Wilbraham at the 2014 Statewide Emergency Management Conference held by the Massachusetts Emergency Management Agency (MEMA), the Western Regional Homeland Security Advisory Council Preparedness Summit, and the 18th Annual Massachusetts Adult Immunization Conference.

The Office of Public Health Nurse continues to focus on improving health through the prevention and treatment of illness through education, surveillance and the promotion of healthy life styles.

Lee Giglietti BS, RN, BSN
Wilbraham Public Health Nurse

Veterans Affairs

Programs & Ceremonies

Sunday, May 27, 2014 at 10:00a.m. the Town celebrated Memorial Day with a salute to its Veterans past and present. In attendance were State Senator Gale Candaras and State Representative Angelo Puppolo. Music was provided by the Minnechaug Regional High Band directed by Margaret Reidy. Our guest speaker was Paul Barabani, Superintendent of the Holyoke Soldiers Home. Mr. Barabani spoke of the many programs and what the Soldier's Home has to offer our Veterans. The firing salute was done by the Civil War 10th Mass Volunteer Militia Company C. Taps was played by Jake Roberts.

Veterans' Day, the Town ceremony was held at Crane Park, on November 11, 2014 at 11:00 a.m. Veterans' Day's date and time was established by the ending of World War I, which was November 11, 1918. The weather was cooperative and the event was well attended. Refreshments were catered by the Village Café and Store. General Oscar DePriest was our guest speaker.

General DePriest presented Daniel Geary with the Purple Heart Medal in honor of his uncle Soldier Michael F. Sullivan who was killed in France in 1918. Michael F. Sullivan was gassed, returned to front lines and then killed in October, 1918. In the waning days of the war, Corporal

(Continued on page 75)

Soldier Michael F. Sullivan's Certificate of Purple Heart Medal. Photo Courtesy of Veteran Affairs' Office.



Sullivan's family was never honored by receiving his medal. Through much correspondence with Army, the Geary family finally received the approval. Corporal Sullivan, U.S. Army, was awarded the Purple Heart Medal with oak leaf cluster on Veterans Day.

Captain William Manseau, Wilbraham Fire Department, organized the smoke detector & carbon monoxide program for Veteran and senior residents. With the assistance from the Senior Center and Home Depot, the detectors were installed free of charge. Captain Manseau was presented with a plaque for his public service during the presentation.

Our local Veterans, American Legion Post 286 and the Polish American Veterans provided the Color Guard. The students from the Minnechaug Regional High School Band played selections of patriotic songs. Thanks to all participants and attendees for their support in saluting our Veterans. The Veterans' Affairs Office would like to extend a special thank you to Senator Gale Candaras for her many years of support, attending our ceremonies and for her efforts in Boston.

Veterans Benefits

Massachusetts provides one of the best state Veterans Benefit Programs in the nation. The Commonwealth of Massachusetts reimburses cities and towns, who administer and dispense the Veteran benefits, 75% of the cost of benefits. In 2014, the Town spent \$77,626.73 in

office is located at the Senior Center, 45B Post Office Park, and is open, Monday thru Friday, from 9:00 a.m. to 3:00p.m. We can be reached at 413.596.8379 or email Rprochnow@wilbraham-ma.gov or Bharrington@wilbraham-ma.gov. The Veterans Agent is available for home visits for our homebound Veterans.

The Veterans Affairs Office would like to express gratitude to all of the people who helped to make our programs a success. We salute all of the Veterans and their families for their commitment and sacrifices for their country.

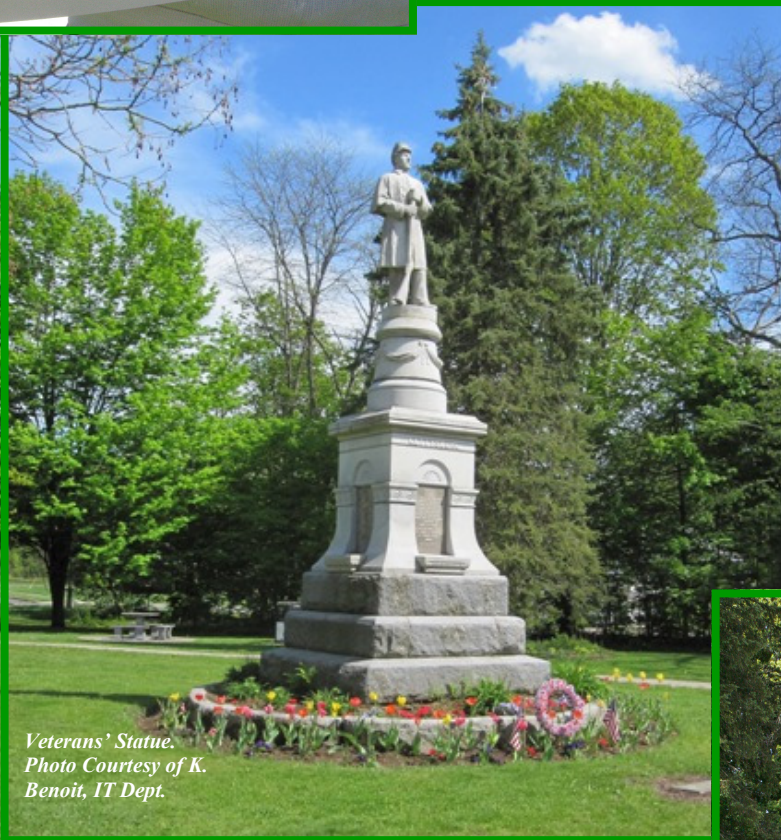
Veteran Affairs Office

Richard Prochnow

Veterans' Agent

Barbara Harrington

Administrative Assistant



*Veterans' Statue.
Photo Courtesy of K.
Benoit, IT Dept.*

Veterans benefits, under Massachusetts General Law Chapter 115 as approved by the Commissioner of Veterans Services, of which 75%, \$58,565.58, will be reimbursed by the state to the Town.

The Veterans Affairs Office assisted 71 Veterans and their families during 2014. This included phone calls, office and home visits totaling 362 service units. The Veterans Affairs Office's goal is to provide valuable information and availability to Veterans and their families. We are happy to answer questions relating to benefits, documents and military services. Our



Daniel Geary holding his uncle, Michael F. Sullivan's Purple Heart Medal. Photo Courtesy of Veteran Affairs Office.

Parks, Recreation & Culture

Cultural Council

The Massachusetts Cultural Council's Local Cultural Program is the largest grassroots cultural funding network in the nation, supporting community-based projects in the arts, humanities, and interpretive sciences annually. The goal of the Wilbraham Cultural Council (WCC) is to fund as many programs as possible to enhance and benefit the cultural vitality of the Town of Wilbraham as a whole, rather than benefiting any private individual or group. The amount of funds Wilbraham received this past year was \$4,255. In spite of having limited funds, we feel we were able to connect with a variety of audiences. After two open meetings were held at Town Hall for informational purposes and, after receiving some very widespread publicity, the WCC received and considered 24 applications requesting funding for 2014, (one of which we were unable to review since it had arrived past the published deadline.) The applications covered a range of amounts from \$150 to \$1,600. Nine of those applications met with approval. We were pleased at the range of requests and audiences. The students at Soule Road School learned the story of Harriet Tubman through a performance of *The Freedom Train*; music lovers of all ages enjoyed a concert of Jazz and Broadway selections at the Wilbraham Library; and our senior citizens were entertained with songs from the first half of the twentieth century at Life Care Center of Wilbraham. The Council was also able to support the Wilbraham Parks and Recreation 2014 Summer Program with funding for tickets to Forest Park Zoo's *Zoo on the Go* and a performance of *The Bubble Man*.

This was the year our local Cultural Council was obligated to conduct a town survey of citizens, regarding the programs funded

by the Wilbraham Cultural Council. The results of the survey were very encouraging with respondents agreeing that the WCC was presenting programs with interest to a widespread audience—students, senior citizens, general audience. We hope that the attendance will continue to increase for the programs offered.

The members of the Wilbraham Cultural Council feel that the programs selected for funding in 2014 supported the availability of rich cultural experiences for every Wilbraham resident.

Wilbraham Cultural Council

*Margaret Kelliher, Chair
Martha W. Damon, Secretary
Susan Adams
Mary Manning
Jean Stone
Janet Vitkus
Janet Wise*



Photo Courtesy of Historical Commission.

Historical Commission

"History maketh a young man to be old, without either wrinkles or gray hairs, privileging him with the experience of age, without either the infirmities or inconveniences thereof."

- Thomas Fuller

This past year has been one of transition for the Wilbraham Historical Commission. Three long time members of the Commission, Bob Kelliher, Lucy Pelland and Martha Damon, completed their terms as members and have moved on to other endeavors. They will be missed. In their stead we welcomed two new members, Roberta Albano and Tim Symington.

The Commission is tasked with identifying and recording historic assets within the community. In cooperation with other groups and individuals it works to preserve these assets.

In the past, the Commission has established and added to an inventory of historic properties in the Town of Wilbraham. A key emphasis this coming year will be to add to that

(Continued on page 77)



*Spring House of the
Wilbraham Mountain Spring Water*

(Continued from page 76)

inventory. Another ongoing project has been the submission of the three Town owned cemeteries to achieve National Historic Register status. Future projects will be considered either independently or in conjunction with others.

Historical Commission

Wally Clark, Chairman

Patrick Kiernan

Carol Albano

Tim Symington

Roberta Albano

Arthur Wolf

Robert Kelliher (Jan.–Apr. 2014)

Martha Damon (Jan. –Apr. 2014)

Lucy Pelland (Jan.–Apr. 2014)

Parks & Recreation Department

2014 was a busy and fruitful year for the Parks and Recreation Department. We added a few new programs, updated others, improved our facilities, built Amy's Splash Pad at the Spec beach, and transitioned into new staff members among other things.

Our program enrollment remained strong with programs like the annual Turkey Day Jamboree reaching an all time high participation of 83 teams. Our annual Easter Egg Hunt at Spec Pond is a community outreach which continues to be successful with overall attendance reaching over 400. This year we added a Spec Pond Fishing Derby to our spring lineup with support from the Friends of Recreation and the Massachusetts Division of Fisheries and Wildlife. It was a successful family day which we plan on making an annual event.

We were pleased to see our standard sports programs gain interest and attendance. We reached out to a younger population with our basketball program by introducing Start Smart Basketball for ages 3-5. The program was so well received we needed to double the maximum participation. We also expanded our popular volleyball program to include grades 3-5. Beyond our standard sports programs and classes/clinics, interest continued to grow in the Wilbraham Hiking Club, our Crane Hill Golf Course and our accessible to all Country Bank Playground at the Spec Pond Recreational Facility.

We welcomed two new staff members this year, Ben Sabbs came on board as a well qualified Assistant Director and Ron Dobosz, who added his vast experience in turf management to the Town, filled the Parks Foreman position. Administrative Assistant, Merrie Kaye, completed her 15th year, and the Parks & Recreation Director, Bryan Litz, completed his 14th year of employ with the Town allowing for continuity in all aspects of this very active Department. Dominic Brady on the Parks staff continues to keep our million dollar Spec Pond facility in excellent shape.

Renovations to our facilities this year included:

- Amy's Splash Pad, completed in memory of Town resident Amy Lord. The grand opening will take place in the spring of 2015.
- Renovations began at the Memorial Fields with the skinning of Field #1, with future work to follow in 2015.
- The Spec Pond Concession Stand was completed and opened for official business in the spring of 2014. The operation of the stand was contracted out for the months of May through July.
- Accessibility mats were provided by the Wilbraham's Commission on Disability and placed at the Spec Pond Beach, along with a beach appropriate wheelchair.

The Wilbraham Friends of Recreation (FOR) continued on with their successful fundraising events, and entered the second year of holding the Spec Pond 5K RACE and Oktoberfest. Traditional programs, such as the Team Sponsors and Banner programs, continued on with great success. The FOR Board witnessed two longtime members step down in Keith Person and David Danker; and new blood fill their shoes as the group continues to operate with nine members.

The Wilbraham Baseball Committee completed their first full year of operation and made several changes to the overall dynamic of Wilbraham Baseball, while also welcoming some

new members and losing a member or two. The Committee has exciting things planned for the future of baseball in Wilbraham.

The Wilbraham Parks and Recreation Department continues to evolve, update programs and upgrade facilities to meet the active lifestyles of the residents of Wilbraham and surrounding communities. The Department is committed to increasing and improving dynamic and diverse options for quality recreation!

We are grateful to all the Playground and Recreation Commission and Friends of Recreation members for their years of service and dedication to, not only the Parks and Recreation Department but also to, the Town.

Playground and Recreation Commission

Bill Scatolini, Chairman

Stanley Soja

Aaron Tillberry

Jon Stogner

Patricia Silk

Marian Poe-Heineman

Cliff "CW" Zimmer

Parks and Recreation Department

Bryan Litz, Director.

Ben Sabbs, Assistant Director

Merrie W. Kaye, Admin. Assistant

The Atheneum Society

The Old Meeting House Museum, located on Main Street in the center of Town, is open free to the public the first Sunday of the month, May through December. Any changes such as dates or times will be listed on the sign in the front yard.

The Atheneum Society of Wilbraham has presented many interesting programs in the year 2014. Our programs consisted of:

- May–A Visit with a Civil War Soldier
- June–Master Tin Smith Demonstration
- July–Free Ice Cream Social and Art League Show
- August–Display of Antique Farm

(Continued on page 78)

Equipment

- September-Discovering Buried History
- October-Adam Cemetery Tour
- November-Open Visitation at the Old Meeting House
- December-Decorated Christmas Tree Display

We welcome you to visit our Open House at the Old Meeting House where we will continue to bring programs of interest to the Wilbraham community.

The Atheneum Society

Donald Bourcier

Wally Clark

Nan Nieske

Pat O'Brien

Wendy O'Rourke

Lucy Pelletier

Michelle Sampson

Public Access TV

Wilbraham Public Access (WPA) provides locally produced programs for the benefit of all Wilbraham residents. We deliver our programs through Charter's cable television system on channels 191, 192 and 193. We also deliver Video On Demand programming online. (Please visit the Town website to view our content www.wilbraham-ma.gov/vod.)

WPA continues to transform and retool to meet the growing needs of the Town. During the past year, WPA has re-instated broadcasting of our education channel, 193. The entire television station located at the "Little Red School House" has been cleaned out and re-organized. Additionally, quality control is something that we take very seriously and have made great strides in the reliability of our broadcast signal.

At WPA, training is extremely important as we are primarily an organization comprised of dedicated volunteers. Last year, WPA volunteers accounted for nearly 3,000 hours of production and post-production at WPA. Those volunteers also dedicated several thousand more hours doing field production.

In 2014, production of community events and Board/Committee meetings has been keeping us busy with a combined total of 412 productions. All the production of events and meetings would not be possible without the continued support of every WPA volunteer. Wilbraham Public Access is always recruiting new volunteers and

encouraging creativity.

Director Aube would like to extend his deepest and heartfelt appreciation to the many volunteers who serve on the Town's Cable and Public Access Committees; to the numerous volunteers whose dedicated service to WPA make it possible to have a functioning and quality TV station, to the Friends of Wilbraham Public Access and to Paul Villano for his faithful contributions. He would also like to extend his appreciation to Nathan DeLong, IT Director, and the IT Department's staff for all their supportive help at WPA in 2014.

Public Access TV Committee

Sandra Belcastro, Chair

Edward J. Chapman

Mary Ripley

Roy L. Scott

Dolores Gravel

Janet Vitkus

Cable TV Advisory Committee

Daniel F. Cochran

Daniel Kelley

Thomas G. Magill

George Reich

Anthony Aube, Executive Director

Paul Villano, Production

Coordinator

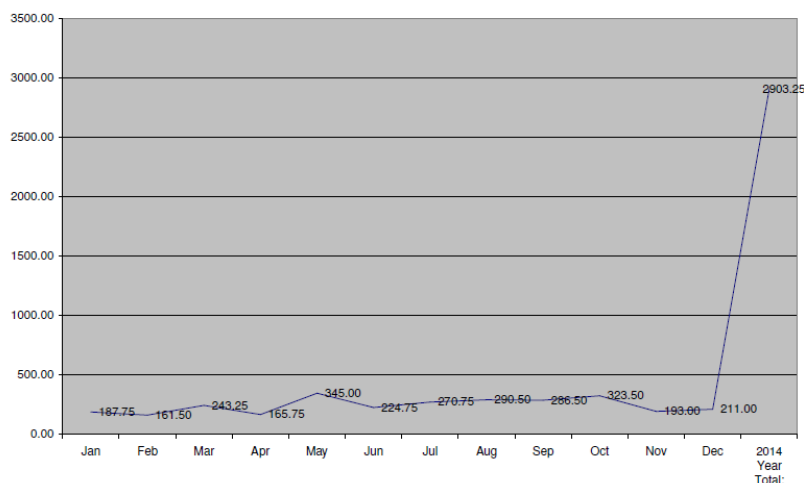
Public Library

This year brought some exciting changes and new programs to the Library. We were very busy with an average of 34 people visiting per hour, checking out 58 items per hour, and asking 7 questions per hour. We said farewell to library page Caitlin Poulin, who moved on to a full-time position outside of the library field and welcomed two new pages, Lauren Kovarik and Ann Tousignant. After 14 plus years of working directly with youth, Susan Kent shifted to a part-time circulation services position. This change allowed a restructuring of other positions, increasing the hours of Debra Searles to a full-time circulation assistant, and welcoming Rachel Hapgood as our new part-time teen services librarian. Long-time library trustee, Llewellyn Merrick stepped down after serving in this elected position for over 20 years. Gloria Russell was appointed by the Board of Selectmen to fill the remainder of Llewellyn's term, and was elected in May to serve for a complete term.



*Debra Searles, Circulation Assistant.
Photo courtesy of Wilbraham Public Library.*

On Site Volunteer Hours at WPA



The Children's Department launched a new initiative this year with support from the Wilbraham Junior Women's Club and the Luso Federal Credit Union - "1000 Books Before Kindergarten". As a tie-in to the library's focus on early literacy, this program encourages parents to read aloud with their children from day one, an important activity for language development. For each 100 books read, participants receive a special sticker for their logbooks. The Children's Department also partnered with the Pathways for Parents organization to receive a STEM Activity Center, a small unit where young children can explore principles of science.

The Library's teen users were very active this year, borrowing over 500 books a month on average from the teen collection. July was the busiest month for teens reading for fun with over 900 books checked out. The teens also participated in several programs at the Library throughout the year through the Teen Advisory Board group. Highlights included a "Spine Label Poetry" activity during April, and a workshop on microwave cooking in mugs.

In addition to the Library's regular book and film discussion groups, this year the Library launched a regular poetry discussion group on Sunday afternoons from October through May. Participants read poetry by contemporary and classic poets, and have an opportunity to share their original works as well. In April, the group also participated in the statewide program, "Common Threads."

Adult Services Librarian Mary Bell continued her successful quarterly training on the Ancestry.com database and recruited the expertise of local

2014 Wilbraham Public Library Brief Statistics				
Category	Adult	Teen	Children	Total
<i>Collection Holdings</i>				
Books	23,706	2,149	21,462	47,317
Periodicals	1,455	127	214	1,796
Video formats	2,757	0	1,655	4,412
Audio formats	3,122	115	957	4,194
Total holdings (includes other materials not listed above)	31,229	2,392	24,592	58,213
<i>Circulation/Checkouts</i>				
Books	47,329	6,938	46,502	100,769
Periodicals	4,204	108	399	4,711
Video formats	19,902		8,198	28,100
Audio formats	9,406	251	1,195	10,852
Total circulation (includes other materials not listed above)	80,944	7,255	57,787	145,986

genealogist Dave Robison to offer a more in depth series of workshops on researching family histories. Other programs for adults and families included a demonstration on container gardening, a travelogue "Through the Heartland on U.S. 20", a concert by "Strings and Friends", and a lecture on "Haunted Historic New England."

With funding from Hampden Bank, the library purchased an "OverDrive Media Station" kiosk that serves as a "branch" for our e-book collection at the Wilbraham Senior Center. Users may discover titles through an easy-to-navigate touch screen interface and get direct links to the content sent to their personal devices via text or email.

Other technology projects included website enhancements, such as live calendar of events feed on our main page, a search-able database of images and content from our local history collection, Sesame Street e-books, and a new subscription to the New York Times digital addition accessible in the Library building from any computer or mobile device.

The Library was supported throughout the year by LIFT, the Friends of the Library, Memorial-Endowment Fund, Wilbraham Garden Club, Wilbraham Cultural Council, and Wilbraham Junior

Women's Club, as well as several local businesses who offered support for our summer reading program.

The Board of Trustees and the Library staff thank all the organizations and individuals who serve on Library Committees, manage programs and events, and volunteer their time on behalf of the library.

Board of Library Trustees

James S. Jurgens, Chairman

Jean Canosa-Albano

Raymond Burk

Sarah Lloyd

Linda Moriarty

Gloria Russell

Karen Demers, Library Director

Mary Bell, Adult Services Librarian

Susan Getchell, Borrower Services

Rachel Hapgood, Teen Services Librarian

Heidi Kane, Asst. Children's Librarian

Susan Kent, Borrower Services

Lauren Kovarik, Library Page

Tonya Menard, Inventory/Billing Specialist

Veronica Meschke, Library Page

Dorothy Moore, Ref. & Outreach Librarian

Cindy Rusczek, Circulation & Technical Services Coordinator

Debra Searles, Borrower Services

Ann Tousignant, Library Page

Gail Wholley, Library Page

Elaine Wrubel, Head of Children's Services

Wayne Wrubel, Library IT



Reading on the Love Seat. Photo Courtesy of Wilbraham Public Library.

Hampden-Wilbraham Regional School District

Superintendent Of Schools

The Hampden-Wilbraham Regional School District (HWRSD) is a fully accredited public school district educating approximately 3200 students in grades PreK to 12. HWRSD maintains seven school buildings: one elementary and one middle school in Hampden, and three elementary, one middle and one regional high school in Wilbraham. The newly constructed, technologically advanced, and highly efficient Minnechaug Regional High School opened its doors in August of 2012.

Staff, students and parents work together as a true “community of learners” dedicated to a tradition of educational excellence. HWRSD students regularly demonstrate high levels of achievement and accomplishments in academics, athletics, community service and the arts. HWRSD parents and our two communities are actively involved in the educational process. Over 500 HWRSD employees provide our students with a range of academic experiences and services, a well-coordinated and aligned program of curriculum and instruction and a firm commitment to maintaining healthy and safe learning environments. HWRSD is committed to working with all stakeholders to provide educational excellence in a cost-effective, efficient manner.

As a regional school district, and as with all successful organizations, the Hampden-Wilbraham Regional School District is guided by its vision, mission, core values and goals. Goal setting begins with the School Committee’s goals, which then shape the development of goals in the District Improvement Plan and the HWRSD School Improvement Plans. This process involves input from the District’s various stakeholders, including the School Committee, Administrative Team, School Councils, staff, students, parents and members of our two communities.

To learn more about the Hampden-

Wilbraham Regional School District, visit our website at <http://www.hwrzd.org/> and our [District Profile](#) on the Massachusetts Department of Elementary and Secondary Education website.

HWRSD VISION

In pursuit of educational excellence, the Hampden-Wilbraham Regional School District envisions an interactive learning community of creative, passionate thinkers in a safe and healthy environment, embracing opportunities to contribute to and compete in a global society while valuing honesty, integrity, responsibility, and respect for each individual.

HWRSD MISSION

To be one community of learners committed to educating productive and responsible world citizens within a safe, healthful environment.

HWRSD CORE VALUES

Learning is a life-long endeavor.

- Every individual is capable of learning and deserving of respect.
- Responsibility for an enriched education is vested in the individual, family, school, and community.
- Educational excellence is achievable in relation to individual potential.
- Education must prepare learners to live and work in a complex, ever-changing global society.
- Improvement in the educational system is an ongoing process of analysis, collaboration, re-assessment, and openness to change.
- Social and emotional well-being is important to the teaching and learning process.

HWRSD SCHOOL COMMITTEE GOALS

Communication

To leverage technology and public forums as a means to improve and expand communication between the School Committee and the wider community and between school administrators, teachers and

HWRSD homes. School Committee sponsored forums should target the District’s fiscal plans, priorities and school safety.

Education

While adhering to the District’s tradition of local educational excellence and standards, the HWRSD School Committee will:

- Support an effort to implement a systematic and cyclical process of curriculum renewal and development at all grades, in all disciplines.
- Advocate for and develop a budget that will provide needed instructional supports to enhance learning and improve achievement for all children. Progress toward this goal will be measured using the benchmarks presented in the annual October Assessment report.

Fiscal Responsibility

To maintain fiscal responsibility and cost-effective resource allocation by:

- Responsibly managing and growing the District reserves including the District’s Excess and Deficiency Fund
- Systemically addressing the District’s OPEB liability
- Finding innovative ways to promote continuous improvement and the operational efficiency of facility usage and ancillary and support services.

Student and Staff Health and Safety

To ensure safe and healthy environments that are conducive to learning, the Committee will:

- Require periodic, public reports from school and District administrators on all aspects of school safety.
- Leverage local and grant funds to provide students with positive behavioral supports and

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- interventions, safe social and emotional learning climates and secure learning facilities.
- Oversee the effective implementation of federal safe schools grants to ensure alignment with District budgetary and educational goals.

Technology

To support initiatives that strengthen the District's technology infrastructure and to promote the safe use of technology in order to enhance instruction and improve communication.

HWRSD DISTRICT IMPROVEMENT GOALS

Safety and Wellbeing: Development of policies, practices and strategies that promote the safety and wellbeing of the District's students and staff.

- Increased parent awareness and parent programming
- Implementation of mental health awareness training
- Development of community coalitions to support drug and alcohol abuse prevention and intervention
- Implementation of Lifelines Curriculum
- Integrated PreK-12 Advisory programs
- Health and Safety Regulations
- Social Norms Campaign
- Enhanced safety protocols – enhanced lockdown

Meet the Needs of All Learners: Consistent and effective focus on student achievement with attention to transitional planning, the social and academic curriculum and a tiered model of instruction.

- Implementation of tiered system of academic and behavioral interventions
- Continued use of formative assessments to monitor learning progress
- Heightened focus on “tier two” interventions
- Expanded Professional Development to support tiered instructional framework

21st Century Teaching and Learning: Continually strengthen HWRSD's commitment and frameworks for designing a 21st Century approach to education.

Interactive projection equipment

- Explore 1:1 computing environment
- Mobile computing
- More robust and effective tools for Information Management
- Enhanced Mass Notification Tools
- Expand use of data as a tool for instruction and management
- Professional development for professional and unlicensed staff
- Expansion of Edline to the elementary level

Learning and Achievement: Focused implementation of a systematic and cyclical process of curriculum renewal and development at all grades, in all disciplines and the development and implementation of a personnel infrastructure that supports teaching and learning and improves achievement outcomes for all children.

- Plan and phase in implementation of appropriate infrastructure of coaches, specialists and interventionists to support teaching and learning at all levels.
- Vertical and horizontal alignment and articulation of all grade levels and all disciplines
- Appropriate staff development
- Effective parent and community involvement
- Systematic textbook renewal
- Adequate and appropriate instructional resources
- The development of curriculum maps that
 - expand use of Atlas Rubicon
 - define scope and sequence
 - articulate content, skills and assessments to be used at each grade level
- promote the implementation of common assessments
- Ongoing revision based on student assessment results
- Effective allocation of resources

M. Martin O'Shea
Superintendent of Schools

Annual Financial Report

The theme for the Hampden-Wilbraham Regional School District's budget was “What Do We Want This District To Be?” The intent for this budget was to continue working through the District Improvement Goals to ensure that we remain focused on the safety and well-being of the District, that we improve and expand communication to the wider community, that we remain fiscally responsible, that we sustain our commitment of educational excellence for all learners, and that the 21st Century frameworks and use of technology continues to be strengthened in the District's approach to education. The guiding principles for the budget development process were as follows:

- To develop a budget that is reflective of the District's vision and that is based on improvement goals
- To sustain the District's commitment to excellence
- To provide adequate, but cost effective programming and staffing
- To develop manageable assessments to the towns of Hampden and Wilbraham
- To be proactive rather than reactive
- To clearly communicate to all stakeholders
- To allocate funds strategically to create an aligned system

The District continued to perform at a high level academically, even while being inundated with many new weighty initiatives and mandates where the pace and costs associated with these obligations is significant, and all while managing the continuation of the incredibly challenging economic conditions. The member towns have high expectations for student achievement and have been committed to investing in education, but they, too, are experiencing the fiscal stresses associated with a weak national economy, the increase in the cost share shift at the state level, declining enrollment, and health care and benefit

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costs that continue to outpace the overall financial picture.

The budget provided a balanced plan that incorporated the economic realities of the District and the towns, while responding to the needs of the schools in a fiscally responsible way. The District has been mindful of the member towns' ability to fund their assessments within their levy limit, and recognizes the efforts of both towns who contribute above the minimum local contribution level required by the state on an annual basis. This level of support has allowed the District to keep the core mission intact, but this budget cycle emphasized the need to make even greater investments above these levels in order to provide the educational experience the communities want for the children. These objectives have been met through staffing and operational reductions in response to declining enrollment, systemic and sustainable contract negotiations, the pursuit of revenue opportunities, and the development of strategic cost saving initiatives and efficiencies.

Beth L. Regalbuto
Assistant Superintendent
for Business

Curriculum

The Hampden-Wilbraham Regional School District designs a rich and rigorous curriculum in order to develop the unique talents of each individual student. The curriculum renewal process is ongoing and ensures continuity and consistency in grades PreK-12. Access to high quality curriculum materials and resources is available throughout the District's schools. The level of technology integration across the curriculum has intensified with improvements in staffing, infrastructure, equipment, reliability, and professional development. The District is committed to providing targeted and differentiated interventions to support the academic and behavioral needs of all learners.

Academic Performance

Since its inception in 1998, the Massachusetts Comprehensive

Assessment System (MCAS) has increasingly become a primary source of information with regard to student achievement, curriculum evaluation, and diagnosis of individual student strengths and weaknesses. The chart below provides a comparison of the District's recent results:

Grade/ Subject Tested	2010	2011	2012	2013	2014	2014
	HWRSD	HWRSD	HWRSD	HWRSD	HWRSD	STATE
Gr. 3 Reading	78	79	78	66	66	57
Gr. 3 Mathematics	81	80	63	67	81	68
Gr. 4 English Language Arts	69	47	71	66	58	54
Gr. 4 Mathematics	47	39	64	54	40	52
Gr. 5 English Language Arts	71	78	62	78	73	64
Gr. 5 Mathematics	57	64	59	62	59	61
Gr. 5 Science/Engineering	71	73	70	65	65	53
Gr. 6 English Language Arts	82	81	79	70	82	68
Gr. 6 Mathematics	67	68	71	62	68	60
Gr. 7 English Language Arts	87	81	80	81	74	72
Gr. 7 Mathematics	71	62	66	62	50	50
Gr. 8 English Language Arts	91	90	92	89	89	79
Gr. 8 Mathematics	67	59	58	64	61	52
Gr. 8 Science/Engineering	52	44	48	44	52	42
Gr. 10 English Language Arts	88	93	97	98	96	90
Gr. 10 Mathematics	84	85	89	87	85	79
Gr. 10 Biology	82	77	84	78	80	71

In addition to MCAS performance, HWRSD educators use a range of information to monitor student achievement. One example of the data considered to be relevant is SAT scores. Score trends rather than results from any one year are considered most relevant. The table found on the next page provides longitudinal SAT results

for students graduating from Minnechaug Regional High School.

Using all relevant data, the teachers, administrators, parents, students and communities are working together as effective partners. As a result, the Hampden-Wilbraham Regional

School District enjoys multiple opportunities to celebrate the excellent accomplishments of its students.

Timothy W. Connor
Asst. Superintendent for
Curriculum & Instruction

Mean SAT Scores 2004-2014

	District			State			National		
	Reading	Math	Writing	Reading	Math	Writing	Reading	Math	Writing
2004	529	550	n/a	518	523	n/a	508	518	n/a
2005	531	550	n/a	520	527	n/a	508	520	n/a
2006	501	526	509	513	524	510	503	518	497
2007	521	534	522	513	522	511	502	515	494
2008	520	542	526	514	525	513	502	515	494
2009	524	551	527	514	526	510	501	515	493
2010	518	544	523	512	526	509	501	516	492
2011	524	552	519	513	527	509	497	514	489
2012	518	543	523	506	523	500	496	514	488
2013	515	516	534	507	501	522	496	514	488
2014	520	539	506	509	523	499	497	513	487

The following reports include each schools' unique mission and their School Improvement Plan goals, which support the overall vision, mission and goals of the Hampden-Wilbraham Regional School District:

Green Meadows School
Principal:
Deborah Thompson
Grades: PreK-4
Enrollment: 242

The Green Meadows School mission is to work with home and community to provide a safe, caring and respectful environment while addressing individual differences so all students will succeed in reaching their potential.

Goal 1

To increase the mathematical competency of all students, teachers will implement the MA Curriculum Frameworks in mathematics utilizing the Envisions math curriculum and teach the eight "Standards of Mathematical Practice" to develop problem-solving skills and rich math vocabulary so that all students can apply their knowledge to solve real life math problems and pass topic assessments so that 80% of students

score proficient on end-of-year assessments.

Goal 2

To improve the literacy skills of all students teachers will implement grade level MA ELA Frameworks and provide direct instruction in comprehension, fluency and word work so that 80% of students score proficient on the end-of-year assessment.

Goal 3

In order to improve the social/emotional competence of all students, the faculty will use the SABRES data to determine Tier I and Tier II interventions utilizing *Responsive Classroom*, behavior contracts, school and district supports so that the needs of students scoring at risk are addressed and office referrals are reduced by 15%.

Mile Tree School
Principal:
Joanne Wilson (8/2014)
Rosemary Brosnan
(ret. 8/2014)
Grades: PreK-1
Enrollment: 317

The mission of Mile Tree School is to educate our children in a safe, supportive and nurturing environment by providing opportunities for social, emotional and cognitive growth while meeting the

developmental needs of our early childhood community.

Goal 1

In order to improve the social/emotional competence of all students, the faculty will use the SABRES data to determine Tier I and Tier II interventions utilizing *Responsive Classroom*, behavior contracts, school and district supports so that the needs of students scoring at risk are addressed and office referrals are reduced by 15%.

Goal 2

To improve literacy skills of all students the teachers will effectively plan for and implement the MA Curriculum Frameworks for English Language Arts using a balanced literacy program which results in 80% of students meeting the end of the year benchmark

Goal 3

Mile Tree students will demonstrate positive behavior in class and in all school wide activities as a result of the *Responsive Classroom* approach as evidenced by a 15% reduction in student behavioral referrals.

Stony Hill School
Principal:
Sherrill Caruana
Grades: 2-3
Enrollment: 325

At Stony Hill, we see kids as full of possibilities and potential. By instilling in them a passion for learning, we develop their persistence to succeed and give them opportunities to shine.

Goal 1

Improve student achievement in English Language Arts/Literacy by focusing on best practices in teaching literacy, the implementation of Common Core State Standards, and the differentiation of instruction afforded by utilizing the Massachusetts Tiered System of Support.

Goal 2

Improve mathematics instruction by fully implementing the new enVisions Math Series based on lessons learned in our pilot year and our first year of implementation. Gather and analyze common formative and summative assessment data to drive instructional decisions resulting in increased student performance.

Soule Road School
Principal Lisa Curtin
Grades: 4-5
Enrollment: 365

Soule Road School is committed to delivering the district curriculum through quality, creative instructional practices. Staff and students will meet high standards in a safe, supportive, and nurturing environment where the diversity of all individuals is respected and appreciated.

Goal 1

To improve literacy instruction and improve student literacy performance, teachers will establish and implement grade level standards of literacy instruction focused on the development of reading and writing skills/strategies.

Goal 2

To improve mathematics instruction and student math performance, teachers will establish and implement grade level standards of mathematics instruction

utilizing the EnVisions math curriculum and the eight “Standards for Mathematical Practice” to develop foundational content and problem-solving skills/strategies.

Goal 3

To support a positive school culture and improve the social and emotional development of students, faculty and staff will model, develop and promote character values, leadership skills and communication skills.

Thornton W. Burgess
Middle School
Principal: Peter Dufresne
Grades: 5-8
Enrollment: 264

Our mission is to provide a life-long love of learning and to instill a core of common knowledge with emphasis on basic skills, thinking skills, ethical behavior, and good citizenship. Education at our school will reflect high levels of learning, taking into consideration various needs and abilities. We will provide a safe, caring environment with students, teachers, and parents as active members of the school community.

Goal 1

The goal of the Thornton W Burgess learning community is to provide a safe, nurturing environment. We will ensure that our students are physically and emotionally safe as well as provide the framework for them to make healthy decisions on their own.

Goal 2

Thornton W Burgess Middle School will meet the needs of all learners by implementation of tiered instruction and intervention to ensure all students achieve meaningful growth on formative and standardized assessments.

Goal 3

Thornton W Burgess will develop 21st Century methods of teaching and learning that will assist our learners in the use of the digital tools they need to meet with success in the secondary and post-secondary world.

Wilbraham Middle
School
Principal: Noel Pixley
Grades 6-8
Enrollment 540

Wilbraham Middle School is a community where our staff works collaboratively to provide a safe environment where students can reach their full potential academically, socially and emotionally.

Goal 1

To improve student learning, Wilbraham Middle School will develop a schedule and school-wide instructional practices and assessments that are aligned with District goals and the MA Curriculum Frameworks and Common Core State Standards.

Goal 2

To maintain and continue to cultivate an environment that is emotionally nurturing, developmentally appropriate, and culturally sensitive.

Minnechaug Regional
High School
Principal
Stephen Hale
Grades: 9-12
Enrollment: 1,187

The faculty and administration remain firmly committed to the school’s mission of “providing a safe and academically challenging environment that promotes the growth and well-being of all community members as we become active world citizens who demonstrate integrity, responsibility and respect.”

Goal 1

To increase the awareness, knowledge, and accessibility to college planning resources for

(Continued on page 85)

(Continued from page 84)

students, staff members, parents, and community members.

Goal 2

To reduce the Needs Improvement Technology & Engineering Category for all learners by 20%.

Goal 3

To reduce the Needs Improvement Math Category for all learners by 20%.

Hampden-Wilbraham Regional School Committee

“

A School Committee has the dual responsibility for implementing statutory requirements pertaining to public education and local citizens' expectations for the education of the community's youth. It also has an obligation to determine and assess citizens' desires. When citizens elect delegates to represent them in the conduct of public education, their representatives have the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility.” (Source: Massachusetts Association of School Committees)

Through May 2014

Peter T. Salerno, Chairman
Lena Buteau (Hampden)
March Ducey
Michelle Emirzian
Michael Mazzuca
D. John McCarthy
Lisa Morace (Hampden)

As of May 2014

Marc Ducey, Chairman
Lena Buteau (Hampden)
Michelle Emirzian
Pat Gordon
Mike Mazzuca
Lisa Morace (Hampden)
Peter Salerno

Hampden-Wilbraham Regional School District Directory

Central Office

M. Martin O'Shea, Superintendent of Schools
Beth L. Regulbuto, SBO, MCPPO, Assistant Superintendent for Business
Timothy W. Connor, Assistant Superintendent for Curriculum and Instruction
Debra L. Tobias, Ed.D. Director of Student Services
621 Main Street, Wilbraham, MA 01095 – (413) 596-3884
Office Hours: 7:00 a.m. to 4:00 p.m.

Center for Health and Safety

Gina Kahn, Ed.D. Director – Safe Schools/Healthy Students Program
Teri Brand, RN, BSN, NCSN, Nurse Leader
Thornton W. Burgess Middle School
85 Wilbraham Road, Hampden, MA 01036 - (413) 566-5060
Office Hours: 8:00 a.m. to 4:00 p.m.

Green Meadows Elementary School (Grades PreK – 4)

Deborah Thompson, Principal
38 North Road, Hampden, MA 01036 – (413) 566-3263
School Hours: 8:30 a.m. to 2:40 p.m.

Mile Tree Elementary School (Grades Pre K – 1)

Joanne Wilson, Principal
625 Main Street, Wilbraham, MA 01095 – (413) 596-6921
School Hours: 8:30 a.m. to 2:40 p.m.

Minnechaug Regional High School (Grades 9 – 12)

Stephen Hale, Principal
621 Main Street, Wilbraham, MA 01095 – (413) 596-9011
School Hours: 7:35 a.m. to 2:05 p.m.

Soule Road Elementary School (Grades 4 – 5)

Lisa Curtin, Principal
300 Soule Road, Wilbraham, MA 01095 – (413) 596-9311
School Hours: 8:30 a.m. to 2:45 p.m.)

Stony Hill School (Grades 2 – 3)

Sherrill Caruana, Principal
675 Stony Hill Road, Wilbraham, MA 01095 – (413) 599-1950
School Hours: 8:30 a.m. to 2:45 p.m.

Thornton W. Burgess Middle School (Grades 5 – 8)

Peter Dufresne, Principal
85 Wilbraham Road, Hampden, MA 01036 – (413) 566-8950
School Hours: 7:40 a.m. to 2:00 p.m.

Wilbraham Middle School (Grades 6 – 8)

Noel Pixley, Principal
466 Stony Hill Road, Wilbraham, MA 01095 – (413) 596-9061
School Hours: 7:40 a.m. to 2:00 p.m.

Retirements During the 2014-2015 School Year

On the occasion of their retirement, we gratefully acknowledge the following for their years of dedication to the children of the Hampden-Wilbraham Regional School District:

Mary P. Aberdale	Thornton W. Burgess Middle School
Lorri A. Ackerman	Thornton W. Burgess Middle School
Rosemary K. Brosnan	Mile Tree Elementary School
Carolyn M. Burke	Minnechaug Regional High School
Elizabeth A. Contant	Minnechaug Regional High School
Maureen C. Coughlin	Green Meadows Elementary School
Robin L. Fitzgerald	Stony Hill Elementary School
Dorinda R. Gorski	Wilbraham Middle School
Marcia L. Jackson	Mile Tree Elementary School
Lynn M. Kace	Thornton W. Burgess Middle School
Phyllis J. Lajeunesse	Green Meadows Elementary School
Kathleen Mosellen	Minnechaug Regional High School
Dyann A. Pederzani	Soule Road & Stony Hill Elementary Schools
Deborah L. Poppel	Stony Hill Elementary School
Cynthia A. Reynolds	Soule Road Elementary School
Karen A. Sheffield	Green Meadows & Mile Tree Elementary Schools
Lewis G. Timpson III	Minnechaug Regional High School
Samuel B. Williamson	Mile Tree Elementary School



**Wilbraham has volunteer opportunities.
Find out how you can help your
community at
www.wilbraham-ma.gov**



Five Year Enrollment History (Source: Town Census Reports)

	2009-2010			2010-2011			2011-2012			2012-2013			2013-2014		
Grade	H	W	T	H	W	T	H	W	T	H	W	T	H	W	T
K	50	156	206	44	144	188	37	152	189	39	142	181	38	131	169
1	50	179	229	47	154	201	41	147	188	46	156	199	39	144	183
2	53	152	205	49	180	229	46	159	205	40	155	195	41	164	205
3	74	159	233	51	150	201	50	180	230	46	160	206	39	158	197
4	76	193	269	70	157	227	51	156	207	53	186	239	48	168	216
5	67	200	267	73	202	275	75	160	235	50	156	206	50	195	245
6	70	195	265	66	193	259	72	207	279	75	159	234	51	158	209
7	70	210	280	69	187	256	66	192	258	69	207	276	77	162	239
8	65	215	280	68	205	273	66	187	253	70	188	258	67	211	278
9	71	236	307	67	233	300	75	216	291	72	203	275	68	194	262
10	76	225	301	64	219	283	69	225	294	69	216	285	67	206	273
11	67	217	284	76	216	292	66	216	282	69	224	293	63	206	269
12	67	198	265	60	212	272	75	211	286	67	215	282	61	212	273
Other			65			60			49			33			45
TOTAL	856	2535	3456	804	2452	3316	789	2408	3246	762	2367	3162	709	2309	3063

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